



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

GURU NANAK COLLEGE(AUTONOMOUS)

NEW NUMBER 161, OLD NUMBER 53, GURU NANAK SALAI, VELACHERY,
600042

www.gurunanakcollege.edu.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The Guru Nanak College, (GNC) in a lush green 25-acre campus cradled between the Raj Bhavan and the campus of the IIT, Madras on the Guru Nanak Salai, is located in Velachery, South Chennai – the gateway to the IT expressway of Tamil Nadu. GNC was established in 1971 to commemorate the 500th birth anniversary of Guru Nanak Devji by the Guru Nanak Educational Society (GNES), with (Late) Lt. Col. G.S. Gill as the founder President. This yeoman service of a small community of Sikhs, who made Tamil Nadu their home, after they left Punjab following the partition is historic. The noble mission is to provide quality education to all, irrespective of socio-economic background, gender, caste or religion. The Sikhs are a minority in the State and yet the Management does not claim any concessions extended by the government to minority institutions. The College is run and regulated like a non-minority institution in service of the majority community.

GNC was started as a men's institution with 450 students in Pre-University and 3 undergraduate programs. In the golden jubilee year of its existence, it has grown into a full-fledged, co-educational, Under-graduate, Post-graduate and Research Institution. The College offers 23 UG, 9 PG and 7 Ph.D. Research Programs to 6409 students with 277 faculty and 147 administrative staff. The College has also established Guru Nanak Centre for Research, Centre for Skill Development, Centre for Innovation, Incubation, Entrepreneurship and Startups, the Guru Nanak Media Centre and the Guru Nanak Medical Centre. The College is autonomous since 2015 and is affiliated to the University of Madras. It is recognized by the Govt. of Tamil Nadu, and the University Grants Commission. The College functions in two Shifts - Shift I govt. aided and Shift II Self- financed. It was re-accredited at 'A' grade by NAAC second cycle in 2013. The professional programs MBA and MCA are approved by AICTE. The programs are ISO 9001:2015 certified.



The College participates in AISHE. It is also ranked in 151- 200 band of NIRF. GNC has been highly ranked in the India Today, Hansa Week, Education World Surveys.

Vision



VISION

The motto of the College is **Pro Bono Publico** which is the translation – ‘**Sarbat Da Bhalla**’. It is the final term in the Sikh prayer called Ardas. The term means ‘For the benefit of all’ or literally ‘may everyone prosper’.

The vision of the College as enshrined by the founders is to be a leading Institution of Excellence in Higher Education by providing holistic, quality education to the aspiring youth and the needy, especially the ones from the less privileged sections of the society. The vision of the college is elucidated as follows:

Help all those who pass through the portals of the College to have a bright future in the domains of their choice.

Inculcate values and social responsibility, civic sense, discipline towards nurturing them as great sons/daughters of our Motherland – India.

Instill in them a sense of belongingness and pride to be Indian citizens.

Build environment consciousness and enable the students to play a role in working towards a sustainable environment in the future.

Provide the staff and students with excellent need based infrastructure for academic pursuits.

Inspire the students to imbibe the values and practices of Oneness of God (Ek Onkar), Religious Harmony, Universal Brotherhood, Respect for women, Kindness and Compassion, Sewa -selfless service, stand against oppression, submission to the Will of God (WAHEGURU) which are enshrined in the teachings of the patron Saint Sri Guru Nanak Devji.

Motivate the staff and students to imbibe and practice the 3 cardinal principles of Sikhism.

Naam Japo: Chant the name of ‘True God’. Meditating on God’s name to gain control over the five evils – lust, anger, greed, attachment and ego.

Vand Chako: With the grace of the Lord, whatever you have received, share it with the needy and then

consume.

Kirat karo: Means make a living honestly. One should not exploit others to enjoy self-happiness.

Mission



- Manage the institution on decentralized and democratic principles.
- Create a vibrant academic atmosphere with a curriculum which focuses on teaching, learning, research and outreach programs.
- All programs are to be made available to all with absolutely no bias or reservation whatsoever.
- Develop a robust curriculum based on the regional, national and global demands of the society, at the under-graduate and post-graduate levels.
- Provide comprehensive education to gain competence and commitment to face challenges catering to the ever-changing global needs, keeping in mind the regional and national goals.
- Ensure that the courses of study will help the students to acquire placement, get themselves self-employed or equipped for higher education.
- Create a gender sensitized campus by empowering women in sharing knowledge and information.
- Strengthen education leading to promotion of societal transformation.
- Impart knowledge which is empowering, value based and holistic in nature.
- Sensitize the students to respond to the social call at times of natural disasters.
- Motivate the students to participate in all co-curricular and extra-curricular programs of their choice.
- Create a strong research policy and infrastructure to nurture their thirst for research.
- Encourage research projects that are useful to the society at large.
- Enable facilities for knowledge sharing at the global level, through Memoranda of Understanding, suitable agreements and so on.
- Support the innovative ideas of students and faculty and assist them in evolving as entrepreneurs.
- Provide all facilities required for physical fitness, sports and games of faculty and students.
- Make available health and medical facilities for staff, students and the residents in the locality.
- Assess the performance of the students and faculty from time to time and reframe the policies according to the demands of the situation.
- Provide a safe workplace environment and adequate infrastructure.
- Put in place a detailed and systematic maintenance mechanism for the campus, assets including buildings, laboratories, computing systems, networks, equipment and the like. The maintenance

envisages an efficient, eco-friendly waste treatment measures such as reduce, recycle and re-use.



1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The governance of the College is in the hands of elected office bearers of a registered society and not in the hands of owners. Leadership overtakes ownership and all surplus funds generated by the College are ploughed back into campus for its development, especially, providing excellent infrastructure and learning resources.
- Highly qualified and motivated faculty. 147 of the 277 faculty are Doctorates and 76 NET/SET qualified.
- Well established Research Centre and Schools of Academic Excellence
- E-Governance is a major strength of the College. The E-governance initiative has put in place a paperless office. A survey was conducted at the end of the admission process and 98.9% percentage of the students were highly satisfied with the process.
- Women Empowerment. Though the College was started as a men's institution in 1971, over the years it has emerged as a full-fledged co-educational institution since 1993. Today the college has gender equity on its roles, contributing in no small measure to the growth and development of the College and Society.
- In keeping with the National Educational Policy of upskilling, the College has made huge strides in this domain. Under MOUs with govt. institutions like MSME, KVIC and the ICT Academy, NASSCOM and leading Corporates like Infosys, and the Europe India Foundation for Excellence, all the 6409 students have been trained in skill/self-employment courses. It has further enhanced the placement opportunities.
- Environment sustainability practices, both on Campus and in the locality.
- Value education is given prime importance and is imparted to all students compulsorily with one unit of the syllabus devoted to the teachings of Guru Nanak Devji.
- Disaster management initiatives are spearheaded by the College as a commitment to the society, at all times of need.
- Excellent sports facilities and cricket ground maintained under an MOU with India Cements Ltd.
- A Medical Centre, Counselling Centre and Guest house.

Institutional Weakness

- A large percentage of students are from backward classes and first generation learners, from economically disadvantaged sections and hence it is a challenge to uplift them.
- There is a dearth of staff/students exchange programmes with institutions of national and international repute

Institutional Opportunity

- The Skill Development Programs will enable the College to bring about a sharp increase in the rate of the student placements. Enroll the faculty as trainers with the National Skill Development Corporation and the Tamil Nadu Skill Development Corporation. This will enable them to equip themselves and impart skill training under the ToT (Training-of-Trainer) model.
- The Twinning program with Pondicherry University will help the students to pursue higher studies and also obtain additional degrees. Students who were not able to get admission in the regular programs will be accommodated through this facility.
- The Faculty exchange program planned to be done with EcoleDucas of France for the Biotechnology Department Faculty, under a MoU with E.I.F.E shall be pursued.
- Encourage staff and students to develop apps which will be useful to society at large and the students in particular.
- Women's cricket will be given a boost with the support of the HCL Foundation program under a MoU which has already been signed by the College.
- The Guru Nanak Sports Academy, which is to be launched very soon will help us to encourage students in the rifle shooting sport and Squash besides other indoor games, to participate and represent the College at the International level too.
- Blended learning will help to expand the reach of the college.
- The Guru Nanak Learning Management system can be further expanded with the Microsite development under the Infosys Springboard Agreement for the faculties to upload their Lectures.It will also help the college teaching and learning to escalate to the global level.
- Focus on training students for appearing for the UPSC and other competitive Examination.
- Extension of Unnat bharat abhiyan activities to render greater rural services through the National Service Scheme.
- Expand and strengthen the Students Research Club activities by encouraging participation of students across disciplines, which is presently confined to the science students.
- Assist and Train the students for participating in the National Level Cultural Competitions.
- Participation of the College in the World Skills Competition.
- Extension of the Guru Nanak Medical Centre to the low socio-economic residents of the neighborhood.

Institutional Challenge

- The coexistence of the Government aided and self-Financing stream in the same campus is a challenge.To some staff who are working in the old courses there are opportunities to be recruited in the Govt. vacancies.However, all new courses are no longer aided by the govt. and hence are in the self-financed stream only.This poses a challenge in the academic work environment.
- Besides this the govt. provides only salary grant and all other facilities and infrastructure is maintained by the management.The college fee charged from the students of the self-financed stream is to meet all

expenses including salary. Keeping in line with the motto of the College, low fees are charged. Further, no donations or capitation fees is collected from any of the students.

- The dominance of the mother tongue / regional language makes it a challenge in imparting soft skills to the students from rural areas.
- Student admissions are purely on merit and hence the admission demand is huge, with a large number of students from the lower strata of society having access to good education.
- The campus is partially residential. MOUs for external hostels.
- The Innovation initiative of the college E-governance (GNC-IMS) has not been patented. Steps have been taken for patenting the E Governance process.
- Extension of the Data Analytics facility to other Research Institutes and Research Scholars is a challenge because of the sensitive nature and confidentiality, besides IPR and plagiarism issues.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- The College offers **25 UG, 9 PG, 2 M. Phil. and 7 Ph.D.** programmes , ever since it became autonomous in 2015.
- The Choice Based Credit System is adopted across all the programmes. The curricula are designed meticulously to meet the local, regional, national and global needs.
- The curricula also integrate issues relevant to gender sensitization, environment and sustainability, human values and professional ethics. Inter-disciplinary electives and non-major electives are a part of the Course Structure.
- All syllabi are scrutinized and approved by the Board of Studies.
- The BOS considers regular feedback from all the stakeholders, incorporates revision and also provides for their representation including alumni. Internal and External Academic Audits are conducted as per the prescribed schedule by the IQAC.
- 71 Value Added Certificate Courses are offered by the Guru Nanak Centre for Skill Development in collaboration with the government organizations. The College is also a nodal centre for NPTEL Courses.
- The academic administration adopts the ‘School’ system. The courses of study are administered by the respective Deans of the Schools through the Heads of the Departments and under the overall guidance of the Dean Academics and the Principal.
- The Schools are Languages, Humanities, Sciences, Commerce, Management Studies and Information Technology.
- The College has 6409 students of which 22% are women. These students are under the tutelage of highly qualified and experienced 277 faculties and 71 visiting faculty.
- Majority of the faculty have obtained the qualification approval from the University of Madras. 147 faculty members hold a Ph. D Degree.

Teaching-learning and Evaluation

- The student admission process right from Prospectus, application form, merit listing and payment of fees is done online. Online Admission Feedback are taken from the stakeholders
- The Academic calendar is prepared with the inputs from the staff members. Internal assessment and the term examination are scheduled based on the 90 days per semester.
- The Bridge Course is conducted regularly before the commencement of classes for all the first year students. Periodic Assessments help the faculty to classify the students in terms of slow, intermediate and advanced learners and design the pedagogy accordingly.
- The subjects are allocated to the faculty and they prepare the Lesson plan for the semester.
- The examination comprises of CIA, ESE with weightage of 50% each.
- Teacher to student ratio and the mentoring system ratio is less than 1:25.
- Staff are qualified as per the UGC norms and every staff is provided with separate IMS-login to update their profiles.
- Attendance of the students are digitized.
- ICT Tools are provided for effective delivery of course content. The GNC Learning Management System is also supplementing course content delivery.
- Participative, Experiential learning and problem-solving methodologies are adopted. Department Association, Clubs and Students council are formed for the effective functioning of the college.
- The tracking of the students' progress is done online.
- The online students satisfactory survey is conducted to evaluate the teaching – learning process and corrective measures are implemented. Regular feedback on curriculum and exit poll is conducted. Student's feedback on teachers are obtained which helps the performance appraisal.

Research, Innovations and Extension

- All the recognized Research Centres of the College viz. Economics, Zoology, Commerce, Defence and Strategic Studies, Chemistry, English and Tamil Departments are brought under an umbrella of the GNCR. 29 faculty members are approved Research Guides and 180 Doctoral candidates have registered for their Ph.D
- Degrees through the portals of the College. 836 research papers have been published in approved journals and 275 text-books, conference papers have been authored by the faculty in the past 5 years. 10 patents have been granted for their work to the faculty members.
- The GNCR is guided by a comprehensive Research Policy and has an active IPR Cell, Guru Nanak Journal for Multi-Disciplinary Research, (ISSN 2277-1409), A Data Analytics Lab with 18 systems and Licensed Software SPSS , an Anti-plagiarism software Turnitin besides a Centralized Instrumentation Centre.
- The innovation-incubation ecosystem in the College is so conducive that almost every major department has brought forth innovative practices.
- The Bio-Technology department has manufactured hand-sanitizers, soaps and sanitary napkins. The Chemistry Department makes simple chemicals. The B.Com Honours department runs a mock company called GNC Endeavour.
- The MCA Department has designed and evolved the E-Governance Project of the College.
- The Extension Activities include participation and winning laurels at the Republic Day Parade in New Delhi by the NCC Cadets.
- The NSS volunteers have worked for the development of 3 villages under the Unnath Bharath Abhiyan Scheme.
- The Enviro club has prepared and scattered 16000 seed balls, besides cleaning of the Velachery lake. Extensive Covid Relief measures have been provided to migrants, healthcare staff and patients.

- The institute has 51 MOUs and 168 collaborations for internship, research, training programs.

Infrastructure and Learning Resources

- The College provides excellent infrastructure facilities consisting of 87 ICT enabled classrooms and seminar halls, staff rooms, 15 science laboratories, 7 computer laboratories, and 14 offices.
- The College embraces E-Governance through Integrated Management System (IMS). All these facilities are housed in 10 blocks.
- The College also provides well-maintained, separate wash rooms for boys and girls, separate common rooms for men and women staff, two canteens, 3 food kiosks, and a stationery store.
- The buildings are physically-challenged friendly, with ramps. 100 percent power back up with 4 generators is provided. The New buildings are powered by solar energy.
- The College has a huge state-of-the-art, auditorium – Shaheed Baba Deep Singh Auditorium, inaugurated by the President of India, in 2018. In addition to this auditorium there are 4 Seminar Halls and 4 Board/Group discussion Rooms.
- An open-air assembly point, the Banyan Enclave is in the midst of the campus. The Central Library, is home to 58652 books 70 Journals/magazines.
- The E-Library commenced this year, with subscription to INFLIBNET, UGC-NLIST and so on, commands access to E-Resources (6000+ eJournals and 31Lakhs+ ebooks).
- During the month of December 2021, GNC was placed in the top ten colleges at the national level, among 3611 institutions for maximum enlist usage of the library resources.
- E-content is developed by the Media Centre and catalogued and uploaded on the website under GNLMS. The GNC you tube channel has emerged as a vital learning resource.
- The IT infrastructure meets the demand for online classes, examinations, e-governance, besides learning needs of the students.
- Wifi hotspots are provided in all the blocks.
- The campus and facilities are well maintained.

Student Support and Progression

- The economically weaker students are supported by Scholarships from the Government (State & Central), private agencies, alumni and the Management.
- The management provides tuition fee waiver for the children of the staff, Sikh students and other deserving students.
- There is a Gurudwara with a Langar kitchen which facilitates the serving of free food to the needy students every working day.
- Anti-ragging committee, Internal Complaints Committee, Counselling Cell, Placement Cell function effectively. An elected Students' Council plays a vital role in student development. Cultural activities both at Department and College level are organized.
- A registered alumni foundation supports placements, internships, guest lectures and are on the Boards of Study.
- Guidance for competitive examination, soft skills training, Mentoring, Remedial coaching, Bridge course, Yoga and meditation, life skill programs are initiatives for student all round development.
- Various clubs/ Associations are active to encourage students in professional, social and cultural

activities

- The College has appointed both male and female coaches for cricket, volleyball, basketball and hockey. Playgrounds for all the sports and games are marked and well maintained, besides a top-class cricket ground and pavilion.
- The sports students around 300 in number are provided financial assistance besides sportswear and breakfast every day.
- The College has made immense contribution in the field of sports at the National and International level. Abhay Singh, Asia's No.1 Squash Player in 2017 was positioned in the top 8 at the world level. He won the British Under-23 at the UK-Open in 2020 - the first time ever by an Indian. Several Cricketers representing State, National and International level are alumnus. Goutham represented India in Swimming and Sai Krishna for Volleyball.
- The College Hosts National Inter-Collegiate Cricket Tournaments for the Pavit Singh Nayar Memorial Trophy annually.

Governance, Leadership and Management

- The College is administered by a Governing Council.
- The day-to-day management and executive authority vests in the General Secretary and Correspondent, Mr. Manjit Singh Nayar. However, he practices decentralization and participative management. Though a businessman in the automobile industry, he spends his prime time on Campus and involves himself in the efficient administration of infrastructure and maintenance of the facilities of the College, with a passion. Mr. Nayar is the recipient of the Extraordinary Leadership Award, by the Education World Survey 2020. In this category GNC ranked 5th at the National level and First at the State and City Level Colleges.
- The Head of the Institution is Principal Dr. M.G. Ragnathan, an eminent national level scientist and member of the Executive Council of the Indian Science Congress. He administers all Academic programs, and the College office with the support of the Staff Council, comprising Vice Principal Shift II, Deans, IQAC Coordinator, Heads of Departments and Student Council. He is the Chairperson of the Academic Council and Ex-Officio member of the Governing Body. He administers all curricular, co-curricular and extra-curricular activities assisted by various committees, coordinators and activity in-charges.
- E-Governance is adopted.
- The management provides all statutory and other fringe benefits to staff. The faculty development programs are conducted on a regular basis.
- All outreach initiatives and the special projects are administered by the Advisor and former Principal, Dr. Marlene Morais.
- The internal auditor closely monitors the accounting practices on a regular basis and the statutory audit also taken up annually.

Institutional Values and Best Practices

- GNC is a gender sensitized campus. Various practices are in place for safety and security in general and women in particular.
- Waste disposal measures include for reduction in waste, having a paperless-office, recycling of waste by installing a biogas plant and also the slurry and dried leaves are dumped in vermi-composting pits, and upcycling waste by sending the used computers and furniture to govt. schools in the vicinity.

- The College adopts several best practices such as
- Guru Nanak Centre for Skill Development (GNCS D) initiated in the year 2019 with the mission skilling for Employability, Entrepreneurship, and Self-Employment. Centre has signed MOUs with Europe India Foundation of Excellence, Khadi Village Industry Commission, Micro Small Medium Enterprises, ICT Academy. NASSCOM and National Stock Exchange Academy to enhance the employability. GNCS D is also SWAYAM - NPTEL Local Chapter.
- Green Campus Initiatives include landscaping, tree census, maintenance of the trees and shrubs, construction of building without damaging trees, vermicomposting, rainwater harvesting and so on.
- The College is known for its extensive outreach activities including disaster management during the time of natural calamities.
- The students are trained in disaster management and there is a huge team of student and staff volunteers, headed by the Principal and Gen. Secretary (himself an. Asst. Commandant General of Home Guards).
- Right from the Tsunami, Chennai Floods 2015, Cyclone 2016 and the Covid 19 Pandemic. Extensive relief has been extended to the disaster affected, the migrant laborers, health-workers, patients to mention a few.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GURU NANAK COLLEGE(AUTONOMOUS)
Address	New number 161, Old number 53, Guru Nanak Salai, Velachery,
City	Chennai
State	Tamil Nadu
Pin	600042
Website	www.gurunanakcollege.edu.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	M. G. Ragunathan	044-22451746	9841834579	044-22447373	principal@gurunanakcollege.edu.in
IQAC / CIQA coordinator	Swati Paliwal	044-22444621	9445360838	044-	hindishift1.hod@gurunanakcollege.edu.in

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of Establishment, Prior to the Grant of	01-01-1971

'Autonomy'	
Date of grant of 'Autonomy' to the College by UGC	29-04-2015

University to which the college is affiliated		
State	University name	Document
Tamil Nadu	University of Madras	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	15-11-2017	View Document
12B of UGC	15-11-2017	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	29-06-2021	12	
AICTE	View Document	29-06-2021	12	
AICTE	View Document	29-06-2021	12	

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	New number 161, Old number 53, Guru Nanak Salai, Velachery,	Urban	25	33065.79

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,School Of Information Technology	36	Intermediate	English	50	50
UG	BSc,School Of Information Technology	36	Intermediate	English	70	70
UG	BCom,School Of Information Technology	36	Intermediate	English	50	50
UG	BCA,School Of Information Technology	36	Intermediate	English	150	150
UG	BSc,School Of Information Technology	36	Intermediate	English	70	70
UG	BSc,School Of Information Technology	36	Intermediate	English	150	150
UG	BSc,School Of Sciences	36	Intermediate	English	50	48

UG	BSc,School Of Sciences	36	Intermediate	English	50	42
UG	BSc,School Of Sciences	36	Intermediate	English	50	49
UG	BSc,School Of Sciences	36	Intermediate	English	50	38
UG	BSc,School Of Sciences	36	Intermediate	English	50	50
UG	BSc,School Of Sciences	36	Intermediate	English	70	41
UG	BSc,School Of Sciences	36	Intermediate	English	50	37
UG	BA,School Of Humanities	36	Intermediate	English	140	138
UG	BA,School Of Humanities	36	Intermediate	English	140	137
UG	BA,School Of Humanities	36	Intermediate	English	50	50
UG	BA,School Of Humanities	36	Intermediate	English	70	38
UG	BCom,School Of Commerce	36	Intermediate	English	140	140
UG	BCom,School Of Commerce	36	Intermediate	English	212	212
UG	BCom,School Of Commerce	36	Intermediate	English	70	70
UG	BCom,School Of Commerce	36	Intermediate	English	50	50
UG	BCom,School Of Commerce	36	Intermediate	English	421	421

UG	BCom,School Of Management	36	Intermediate	English	40	40
UG	BCom,School Of Management	36	Intermediate	English	70	70
UG	BBA,School Of Management	36	Intermediate	English	140	140
PG	MCA,School Of Information Technology	24	Undergraduate	English	60	60
PG	MSc,School Of Sciences	24	Undergraduate	English	26	21
PG	MSc,School Of Sciences	24	Undergraduate	English	40	40
PG	MSc,School Of Sciences	24	Undergraduate	English	26	26
PG	MSW,School Of Humanities	24	Undergraduate	English	40	40
PG	MA,School Of Humanities	24	Undergraduate	English	40	32
PG	MA,School Of Humanities	24	Undergraduate	English	40	37
PG	MCom,School Of Commerce	24	Undergraduate	English	40	40
PG	MBA,School Of Management	24	Undergraduate	English	60	60
Doctoral (Ph.D)	PhD or DPhil,School Of Sciences	60	Postgraduate and Predoctorial	English	8	4
Doctoral (Ph.D)	PhD or DPhil,School	60	Postgraduate and	English	16	16

	Of Sciences		Predoctorial			
Doctoral (Ph.D)	PhD or DPhil,School Of Humanities	60	Postgraduate and Predoctorial	English	6	3
Doctoral (Ph.D)	PhD or DPhil,School Of Humanities	60	Postgraduate and Predoctorial	English	24	20
Doctoral (Ph.D)	PhD or DPhil,School Of Commerce	60	Postgraduate and Predoctorial	English	30	26
Doctoral (Ph.D)	PhD or DPhil,School Of Languages	60	Postgraduate and Predoctorial	English	10	4
Doctoral (Ph.D)	PhD or DPhil,School Of Languages	60	Postgraduate and Predoctorial	Tamil	6	6
Pre Doctoral (M.Phil)	MPhil,School Of Sciences	12	Postgraduate	English	5	0
Pre Doctoral (M.Phil)	MPhil,School Of Humanities	12	Postgraduate	English	7	0

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				19				65			
Recruited	0	0	0	0	10	9	0	19	29	36	0	65
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				36				174			
Recruited	0	0	0	0	13	23	0	36	67	107	0	174
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				18
Recruited	9	9	0	18
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				88
Recruited	50	38	0	88
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				14
Recruited	5	9	0	14
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				27
Recruited	12	15	0	27
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	15	18	0	57	67	0	157
M.Phil.	0	0	0	8	14	0	21	56	0	99
PG	0	0	0	0	0	0	18	20	0	38

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		40	31	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1573	19	0	2	1594
	Female	329	11	0	0	340
	Others	0	0	0	0	0
PG	Male	196	9	0	0	205
	Female	117	0	0	0	117
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	10	1	0	0	11
	Female	9	0	0	0	9
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Pre Doctoral (M.Phil)	Male	0	0	0	0	0
	Female	1	0	0	0	1
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	276	322	307	293
	Female	117	110	112	150
	Others	0	0	0	0
ST	Male	3	6	2	3
	Female	3	1	1	0
	Others	0	0	0	0
OBC	Male	980	981	970	935
	Female	219	236	264	295
	Others	0	0	0	0
General	Male	490	527	553	559
	Female	127	159	164	138
	Others	0	0	0	0
Others	Male	3	2	4	0
	Female	1	1	1	0
	Others	0	0	0	0
Total		2219	2345	2378	2373

2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
School Of Commerce	View Document
School Of Humanities	View Document
School Of Information Technology	View Document
School Of Languages	View Document
School Of Management	View Document
School Of Sciences	View Document

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:

“Curriculum holds an outstanding place when seeking to promote innovation in education, as it reflects the vision for education by indicating knowledge, skills, and values to be taught to students. It may express not only what should be taught to students, but also how the students should be taught.”— Kiira Kärkkäinen • Guru Nanak College is an autonomous Institution and always believes in holistic development of men and women who will fit into the society. Hence, we have strong faith in bringing out the cognitive, affective and psychomotor potentials of the individual by making effective innovations in the Curriculum design and development. • Guru Nanak College introduced the School System in January 2019 with the objective of development of qualitative academic curriculum and to foster inter-disciplinary and multi-disciplinary studies. • In line with NEP, the College offers a wide array of Undergraduate and Postgraduate Programmes in Humanities, Sciences, Information Technology, Commerce and Management. The professional programs are approved by AICTE New Delhi. • The college has MOUs with Industry, University, Institute of repute at national and international level to promote STEM. Presently GNC is empowering faculty to create change beyond their individual classrooms. Initiatives are in process for collaboration between geographically proximal community colleges to establish (STEM)2 • The institution offers flexible and innovative curricula that includes credit-based courses and projects in the areas of community engagement and service, environmental education, and value-based towards the attainment of a holistic and multidisciplinary education. • The office of the dean academics has prepared the frame work for Multiple Entry and Exit in Academic Programmes as per the guidelines issued by MoE in July 2021. • The curriculum structure is having Inter Disciplinary Elective (IDE) • As a Centre for Excellence, Guru Nanak Centre for Research (GNCR) was founded in 2019, to commemorate the 550th Birth Anniversary of Shri Guru Nanak Devji. It includes a broad spectrum of interdisciplinary and multidisciplinary research activities open to all researchers and academicians of Guru Nanak College, widening its horizon

	<p>encompassing all Departments - Humanities, Science, Commerce, management and Information Technology. GNCR is a premier Research Centre with cutting-edge knowledge on the recent trends in Research ably conducted by Research Supervisors and Research Scholars (both stipendiary and non-stipendiary) from all disciplines. GNCR has in its fold, the women Scientists under the DST scheme and researchers under UGC-JRF scheme. The research projects undertaken by the research centers under GNCR is recognized by various funding agencies, such as UGC, DST, ICSSR and Ministry of Human Resource Development. • The Centre has three subsidiaries, "Student Research club", "IPR cell," "Incubation & start up Centre". The student research club also caters to undergraduate students with research acumen and improves their research skills through group projects, research discussions, research paper writing and research article writing. • Internal seed funding is provided to staff and students to encourage research leading to patent and product development. • The data analytics Lab and the Central Instrumentation Facility of GNCR provides a research ecosystem for primary and advanced research.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>• Describe the initiatives taken by the institution to fulfil the requirement of Academic bank of credits as proposed in NEP 2020. • The institution has registered under the ABC through NAD to permit its learners to avail the benefit of multiple entries and exit during the chosen programme. The verification process of NAD is in progress. • GNC in collaboration with Pondicherry Central University offers Twinning Programs. The College has signed an International MoU with EIFE. It will offer joint degrees between Indian and foreign institutions. In upcoming years the credit transfer will be implemented based on the flexibility and approval of the University of Madras. • Being an autonomous colleges, faculty members are integral part of the BOS and are encouraged to design their own curricular and pedagogical approaches within the approved framework, including textbooks, reading material selections, assignments, class activities etc. • A provision is made in the HOD login id to enter a maximum of 6 credits for UG students and 4 credits for PG Students upon the completion of MOOCs and</p>

	<p>certificate courses. • The inter-disciplinary electives of 5 credits are offered in V semester, students of GNC can opt for different courses offered by various departments across the Schools & shifts. GNC-EMS has been customized to incorporate the same</p>
<p>3. Skill development:</p>	<p>• Skill and knowledge development is the driving force behind the financial growth and social development of our country. Skill building is a powerful tool that empowers individuals and improves their social acceptance. It helps students develop into healthy, responsible and productive members of society. • Skills possessed are now as essential as one's academic status. By blending education and skill development, India can become a global sourcing hub for employees who are trained to commence work from the day they join a company. • Guru Nanak Centre for Skill Development (GNCS D) was launched in 2019 to mark the 550th Birth Anniversary of Guru Nanak Devji This is an Initiative of the Guru Nanak Educational Society to improve the placement and self-employability skills for the youth of the college. • The GNCS D aims to provide an understanding of the various youth related skill development programmes needed in India and abroad. It bridges the gap between skills required by the industry and skills possessed by those seeking employment, and enhances entrepreneurship skills of students and provides them with the support needed to establish start-ups. • GNCS D has collaborated with Europe India Foundation of Excellence (EIFE), KVIC, MSME, Palo Alto Networks Inc. (Netherlands), Rajiv Gandhi National Institute for Youth Development, ICT Academy, Amazon, Cisco for imparting skill training to students in areas such as Software Technologies, Lab Technician course, Advanced Tally with GST, Cyber Security, Agriculture and food processing, Tailoring, Simple Chemicals, Apiculture, Bakery, Fruit & Vegetable Canning, Cell Phone Servicing, Laptop Servicing etc. Such courses will be extended to school dropouts and other outsiders as well, as an initiative of the institution under its Institutional Social Responsibility.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>• Language is an integral part of human life. It plays a vital role in the learning process and knowledge enhancement of students. The School of Languages of Guru Nanak College was established in the year</p>

	<p>2019 to ensure that the students of the college are adequately prepared to meet the ever-changing needs of today's fast-paced world. • The School is an overarching organization that facilitates conversation within all language departments, and healthy dialogue between the Language and the Major Departments. It co-ordinates time tables, lesson plans, syllabi and continuous internal assessments. The School offers compulsory courses of Part I – Languages and Part II – Foundation English, alongside Non-Major Elective Courses, Soft Skills Courses and Inter Disciplinary Courses in developing language and Communication skills. • The Department of English helps first-generation learners learn the language and encourages English medium students to enhance their communication skills by conducting bridge Courses for 30 hours. • Hindi department regularly organizes “PARICHAY”, a two-week certificate course for the non-hindi speaking students. • Non-major elective - Basic Hindi has been introduced from the year 2017 and the students are getting benefited with enhanced communication skills. The non-tamil students are trained with basic tamil and advanced tamil in lieu of NME. • The college curriculum is framed with compulsory courses on, Constitution of India, Environmental studies, Personality Enrichment, Professional Ethics and Human values that will enable the students to become responsible citizens of India.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>• Outcome Based Education is an approach to education in which decisions about the curriculum, instruction and assessment are driven by the exit learning outcomes that the students should demonstrate at the end of a program or a course. • In outcome-based education, “product defines process”. • It is the opposite of input-based education where the emphasis is on the teaching and the system is happy to accept whatever is the result. • In GNC Instructional Design/ Teaching Plan starts with these five basic questions- 1. What do you want the student to take away from this course/Programme? (Outcome) 2. What does the student need to know in order to master the Course? (Curriculum) 3. What activities will facilitate the learning? (Pedagogy - learning & teaching) 4. How will the student demonstrate the learning? (Assessment) 5. How will the teacher know the student has understood the</p>

	<p>Subject? (Criteria) • The Vision, Mission of the Institution and schools are framed through a well defined process involving all stakeholders. • The PEOs and POs of the programs are defined in line with the accreditation bodies and regulatory authorities. • The autonomous curriculum is OBE based. • Faculty members develop the COs for their courses based on the guidelines issued by IQAC. • There is a structured framework for attainment of COs and POs using Direct and Indirect assessment tools. • Every Department calculates the Programme and Course attainment in order to understand the effectiveness of the programme in imparting the Knowledge, Skills and Behaviour. • The departments that could match the Programme outcomes with the target plan methods to maintain the good performance in the future. • The Departments that fall short of the target find out the reason for the gap by analysing the Po-Co matrix. The corrective measures in terms of syllabus upgradation, teaching methodologies and any other necessary measures are devised to match the target in future years. • In a nut shell we at GNC practice OBE where a) Teaching is student centric involving activities ensuring students to demonstrate their learning b) Both Formative and Summative Assessment are used c) Well defined mechanism for Continuous Improvement d) Produces graduates with knowledge, skill and behaviour. e) Serve Guest (Industry/Society) Soup(Graduates) from choices ensuring taste (capabilities)</p>
6. Distance education/online education:	<p>• The perspective plan of the Institute includes starting of vocational courses through ODL mode in the institution after the result of NAAC 3rd cycle. • The institute practices blended learning. • Visual Communication Labs are in housed in Ranjit Singh Block and Guru Amar Das Block. • Multimedia Lab, Editing and Production Room in Guru Amardas Block is provided with G track studio, video camcorder, Multimedia Adobe and Autodesk Package, Bridge Premium Pro and Adobe animation. With the development of Science and technology, the college is providing all the upgraded facilities which help for developing digital content. • Twinning Programme with Pondicherry University: The GNES under a MOU with Pondicherry Central University is offering MBA, M.Com, MA (English/Sociology/Hindi), BBA, B.Com under the</p>

twining and distance education mode. Classes are held on weekends and the degree is awarded by Pondicherry University. This is a boon for those, who are seeking to enrich their academic pursuits in the non-formal mode with excellent infrastructure and personal guidance. • Indira Gandhi National Open University (IGNOU) Study Center: Guru Nanak College is a Study Center for the world's biggest and the prestigious Central University - Indira Gandhi National Open University (IGNOU 2578) from the year 2003. At present it is the biggest study center in Chennai city. The Centre offers 20 P.G, 11 U.G, 10 PG Diploma, 5 Diploma and 16 certificate courses. Theory and practical classes are held on weekends by our expert in-house resource persons. The end semester examinations are conducted by the Center in the college campus twice a year.

Extended Profile

1 Program

1.1

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
34	32	31	30	29
File Description		Document		
Institutional data in prescribed format		View Document		

1.2

Number of departments offering academic programmes

Response: 5

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
6409	6474	6653	6511	4389
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2198	2205	2170	1920	137
File Description		Document		
Institutional data in prescribed format		View Document		

2.3**Number of students appeared in the examination conducted by the Institution, year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
6332	6282	6314	6068	4118
File Description		Document		
Institutional data in prescribed format		View Document		

2.4**Number of revaluation applications year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	79	138	165	44

3 Teachers**3.1****Number of courses in all programs year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
580	640	677	658	633
File Description		Document		
Institutional data in prescribed format		View Document		

3.2**Number of full time teachers year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
277	278	264	250	222
File Description		Document		
Institutional data in prescribed format		View Document		

3.3

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
277	278	264	250	222
File Description		Document		
Institutional data in prescribed format		View Document		

4 Institution**4.1****Number of eligible applications received for admissions to all the programs year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
22479	20747	18057	16280	15600
File Description		Document		
Institutional data in prescribed format		View Document		

4.2**Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1696	1698	1676	1650	1653
File Description		Document		
Institutional data in prescribed format		View Document		

4.3**Total number of classrooms and seminar halls****Response: 1****4.4****Total number of computers in the campus for academic purpose****Response: 1**

4.5

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
981.73	1164.98	764.85	2423.43	305.04

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

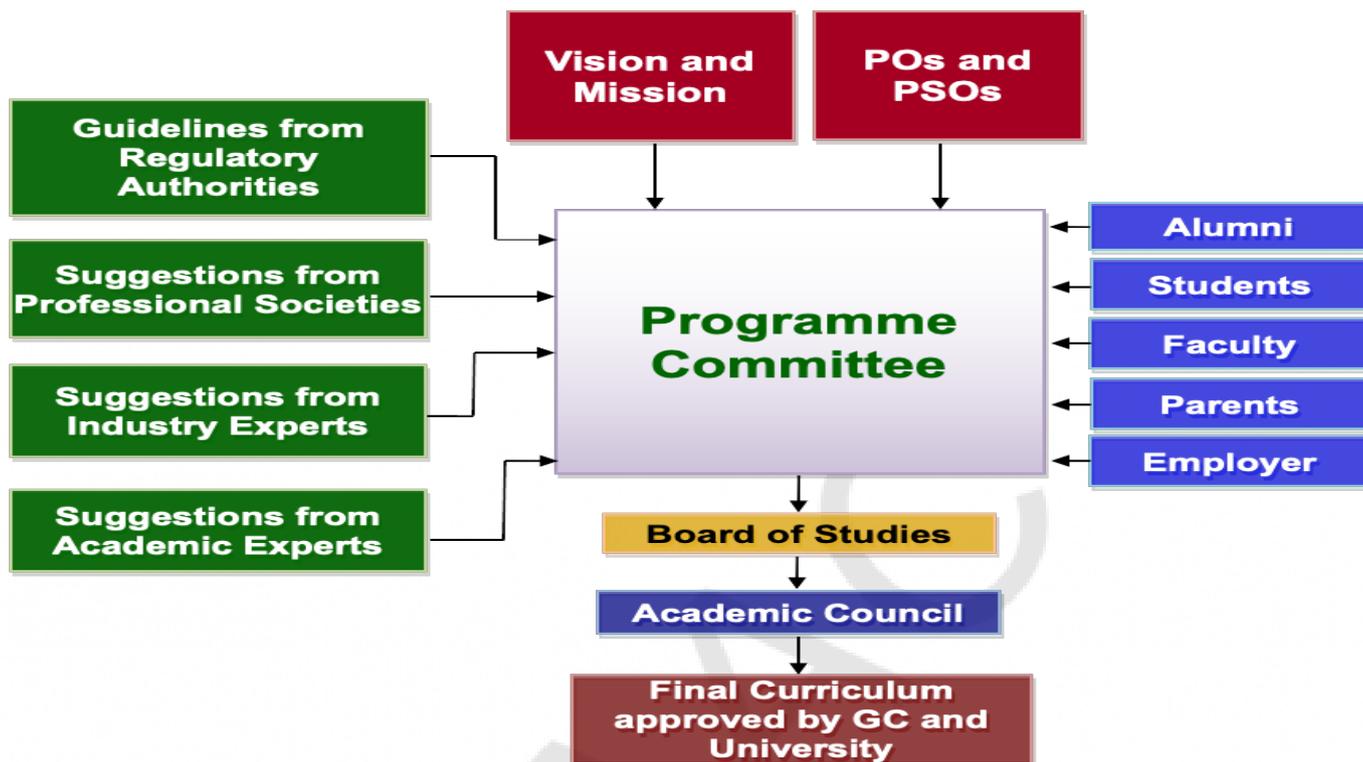
1.1 Curriculum Design and Development

1.1.1 Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which is reflected in Programme outcomes (POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs) of the Programmes offered by the Institution.

Response:

- In line with current and emerging demands, GNC offers a wide array of undergraduate, postgraduate and research programmes in the Humanities, Sciences, Commerce, Management and IT. It offers **604** courses – **25** UG, **9** PG, **2** M. Phil. and **7** Ph.D. programmes. Since becoming autonomous in 2015-16, the institution has developed curriculum along the lines of industry requirements. Modifications have been incorporated to accomplish the needs of a changing society within the framework prescribed by UGC.
- The choice-based credit system (CBCS) adopted by the institute permits students to learn subjects/technologies across various disciplines. They can take up inter-disciplinary courses, internships and projects, and develop a multifaceted personality. The courses of each Programme are designed to provide the students with sound domain knowledge, and promote their skill sets, critical thinking and creativity.
- Outcome-based education (OBE) is the core of the curriculum; it is practiced across all programmes offered by the various Schools. Curriculum has been framed in accordance with local, national, regional and global developmental needs, and has been meticulously designed keeping program outcomes (PO), programme-specific outcomes and course outcomes in mind. This, in turn, helps students emerge as both capable competitors in the job market and potential entrepreneurs.
- The Institute is located in Velachery, Chennai, next to the IT Corridor and has included software professionals in its Board of Studies to keep it updated with the ever-evolving needs of the software industry. GNC offers seven programmes – B.Sc. Computer Science, IT, Data Analytics, BCA, MCA, B.Com. ISM and B.Com. Computer Applications – under the School of IT which caters to the needs of the local IT industry.
- The college also offers unique programmes like B.A., M.A., and Ph.D. in Defence and Strategic Studies, which has regional, national and global relevance. Several serving officers of the Indian Army enroll for Ph.D. with this department. The School of Humanities also offers programmes like B.A. Economics, Sociology, English and MSW which inculcate value systems and skill sets that help students face the global challenges in general and workplaces in particular.
- The courses offered under the School of Commerce and Management meet local, regional, national and international needs and work environments. They include Advanced Financial Accounting, Banking, Business Research Methods, Business Taxation, Consumer Behavior, Human Resource Management, Managerial skills, Marketing, Entrepreneurial Development, Portfolio Management, Principles of Management, and Self and Time Management Skills.
- The School of Sciences provides 7 UG and 3 PG programmes with curriculum that is on par with global needs. It uses its state-of-the-art infrastructure to provide scientific and technological knowledge to its students. Internships, inplant training and field visits are made an integral part of the curriculum through MoUs with leading educational institutions and organizations across the world.

- The simplified flow chart is depicted below. The detail process is attached.



File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years.

Response: 100

1.1.2.1 Number of all Programmes offered by the institution during the last five years.

Response: 32

1.1.2.2 How many Programmes were revised out of total number of Programmes offered during the last five years

Response: 32

File Description	Document
Minutes of relevant Academic Council/BOS meeting	View Document
Details of program syllabus revision in last 5 years(Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.1.3 Average percentage of courses having focus on employability/ entrepreneurship/ skill development offered by the institution during the last five years

Response: 100

1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years..

2020-21	2019-20	2018-19	2017-18	2016-17
580	640	677	658	633

File Description	Document
Average percentage of courses having focus on employability/ entrepreneurship(Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years.

Response: 63.53

1.2.1.1 How many new courses are introduced within the last five years

Response: 580

1.2.1.2 Number of courses offered by the institution across all programmes during the last five years.

Response: 913

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.2.2 Percentage of Programmes in which Choice Based Credit System (CBCS) / elective course system has been implemented (Data for the latest completed academic year).

Response: 100

1.2.2.1 Number of Programmes in which CBCS / Elective course system implemented.

Response: 34

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum

Response:

Overall development of students remains the critical component of the outcome-based educational curriculum. However, particularistic achievements bereft of ethical, social, and humanistic values negate the positive outcomes of education. In Guru Nanak College, a special emphasis is laid on shaping future generations with relevant ethical, social, human and global values to partake in national and global functions as responsible citizens.

The emerging trend of knowledge in multiple realms has been incorporated in the curricular contents of various programmes offered by the college. Rapid advances in science and technology, and transformations in of trade and commerce, global politics, and environmental issues have created the need to fine-tune existing academic programmes and introduce new academic programmes in our college.

Conscious efforts are taken to update the curricular content of all programmes offered by our college through consultative/collaborative interfaces with industries, higher institutions and the norms of the affiliating university. Earnest efforts are taken to relate curriculum to ethical, social, human and universal

values – imperative to building an egalitarian future for humanity.

Curricular and co-curricular programmes seek to incorporate all relevant issues about gender, professional ethics, environment & sustainability, and human values in their teachings.

Environment & Sustainability: The compulsory course “Environmental Studies” sensitizes students to the preservation and sustenance of the ecosystem for harmonious cohabitation on earth. It also highlights the need to adopt renewable sources of energy. Climate change and natural disasters issues and their management are discussed through workshops, guest lectures etc. The institution observes and organizes various programmes on Environment Day, Earth Day and Water Day to highlight their significance for the sustainability of all humankind. The college Enviro Club partakes in disseminating information on the environmental issues and ecosystem sustainability.

Human Value & Professional Ethics: All the programmes offered focus on developing human values and professional ethics while simultaneously catering to the development of scholarly competence. These programmes emphasize intellectual honesty, integrity and the spirit of critical inquiry to further transformations with humane values. A course on value education is compulsory for all UG students with a special emphasis on Guru Nanak Devji’s teachings. All courses offered by the School of Languages seek to impart human values through the literature. The curriculum of Master of Social Work is based on the foundations of empathy and compassion – students and faculty members also organize events related to ethics, gender, values, and environment and sustainability. Project work include Counselling to Police personnel, through the Police Wellness Centre set up on Campus, and also Counselling of students, Covid patients and so on.

NSS, NCC, Enviro Club, Women Development Cell and department associations organize many activities for the all-round development of students. The motto of GNC is *Sarbat da Bhalla* – for the benefit of all. It is reflected in the strong spirit of students of the college to help inculcate community service. The GNC code of ethics reveals its commitment to practicing these values and principles in all institutional endeavours.

GENDER

- Courses in Curriculum
- Women empowerment programs

PROFESSIONAL ETHICS

- Courses in Curriculum
- Programs on Ethics
- NSS Programs
- NCC Programs
- Professional Societies

- Courses in Curriculum
- Environmental Club
- Extension activities

ENVIRONMENT ISSUES

- Courses in Curriculum
- GNOI Activities

HUMAN VALUES

File Description	Document
Upload the list and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	View Document
Link for Additional Information	View Document

1.3.2 Number of value-added courses for imparting transferable and life skills offered during last five years.**Response:** 71**1.3.2.1 How many new value-added courses are added within the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
26	13	12	16	4

File Description	Document
List of value added courses (Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.3.3 Average Percentage of students enrolled in the courses under 1.3.2 above.**Response:** 65.75**1.3.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
6213	4054	4061	3391	2460

File Description	Document
List of students enrolled	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.3.4 Percentage of students undertaking field projects/ internships / student projects (Data for the latest completed academic year)**Response:** 59.37**1.3.4.1 Number of students undertaking field projects / internships / student projects**

Response: 3805

File Description	Document
List of programs and number of students undertaking field projects / internships / student projects (Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

1.4 Feedback System**1.4.1 Structured feedback for design and review of syllabus – semester-wise / year-wise is received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni****Response:** A. All 4 of the above

File Description	Document
URL for stakeholder feedback report	View Document

1.4.2 The feedback system of the Institution comprises of the following :

Response: A. Feedback collected, analysed and action taken and report made available on website

File Description	Document
URL for stakeholder feedback report	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 95.37

2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2256	2219	2345	2378	2373

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2395	2389	2429	2461	2457

File Description

Document

Institutional data in prescribed format (Data Template)

[View Document](#)

Any additional information

[View Document](#)

Link for Additional Information

[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 97.63

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1575	1599	1661	1660	1676

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

Response:

Guru Nanak College is committed to transforming the lives of its students. Its teaching-learning environment is designed to help in the identification of students' learning abilities so that training can be customised to suit their needs.

Orientation Program:

- The students' academic journey begins with an orientation programme conducted as per UGC guidelines.
- Apart from an introduction to the programme and academic information, students are familiarised with the processes of the IMS, the library, and examinations.
- Assessment methodology is explained and the importance of **class activities, assignments and attendance** is emphasized.
- Various **extra-curricular** and **co-curricular activities** are described.
- The **Guru Nanak Centre for Research** assess the student's inclination towards research and organises awareness programs through student research clubs.
- The **Guru Nanak Centre for Skill Development** enlightens students about skill and value-added courses.

Identification Mechanism – Bridge Course:

- Bridge Courses lay the foundation for the comprehensive growth of students and GNC has been training students in this manner since before they were made mandatory. They start before the commencement of the academic year, consist of 30 hours of teaching, and are compulsory for all 1st year students.
- The Department of English helps **first-generation learners** learn the language and encourages English medium students to enhance their communication skills.
- Students also trained in **Basic Mathematical Concepts and Computing Skills** by the School of IT and the School of Sciences.
- **Entry and Exit level tests** help in SWOC analysis of students.

Facilities for Slow Learners:

- **Remedial Classes** are conducted for weaker students to strengthen their understanding of course

concepts.

- **Special assignments and tests** are designed for arrear students to better test their understanding of pending courses.
- **Peer learning** strategies such as student teachers and group study are also used.

Facilities for Advanced Learners:

- GNC is the local chapter of NPTEL and advanced learners are encouraged to take up NPTEL and MOOC courses to widen their knowledge horizon.
- Special assignments such as company reviews, book reviews and article reviews are set.
- Students are inspired to participate in inter-college, inter-university and other events to show case their talent in academics as well as co-curricular activities.
- They are encouraged to take up special projects in their respective domains such as chat bots, creative writing and debate.
- Students are motivated to train for competitive examinations like UPSC, IESSE, ISSE, CDSE, SSC-CGL ICWAI, CMA, JAM, NET, SET, JRF, CAT, ASCAT and various banking exams.

Student Enrichment Practices:

- Students are motivated to participate in various **intra and inter collegiate events** to hone their creative thinking, problem solving skills and critical thinking.
- **Listening, Speaking, Reading, Writing (LSRW) skills** are imparted to the students in **language lab** sessions.
- **Soft-skills courses** are offered to improve student language, communication and presentation skills.
- **Value added courses and skill courses** are also offered to impart employability skills and entrepreneurial abilities
- **Pre-placement training sessions, career-guidance sessions and mock interviews** are conducted for all final year students
- **A mentoring system** has been put in place to motivate slow learners and keep advanced learners on the right track.

File Description	Document
Link for Additional Information	View Document

2.2.2 Student - Full time teacher ratio (Data for the latest completed academic year)

Response: 23:1

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

Experiential Learning

Real knowledge is acquired only through first-hand experience. The **School of Management** and **School of Commerce** help students obtain skills through real life exposure through internships, projects preparation of business plans, industrial visits, store visits, presentations, management games, and student exchange programs. They have initiated a mock company **GNC Endeavour** to give real-time experience to students in running a company.

The **School of Languages** and **School of Humanities** help students identify their inherent skills and talents by organising skill-based competitions like short story writing, poems, public speaking, dramas, which in turn builds self-confidence and eliminates stage fear. Students are encouraged to visit various international centres like the British Council, BEC and ELTAI to gain experience and knowledge.

The School of Sciences organizes educational tours for specimen sample collection and natural habitat study of various species to make the learning experience a more interesting one. Preparation of soaps, hand sanitizers, herbal products, acids, phenyl and other household items by students gives them hands on experience and the confidence to venture into such a line of business in the future. Students are exposed to the process of vermicomposting, and take a tree survey to identify the types of trees. They visit various labs like weed science lab, bio-control research laboratory, tissue culture lab and CIBA.

The **School of Information Technology**, in collaboration with software companies, trains students in the latest software and hardware related skills. Several companies offer training and placements to students through their **CSR initiatives**. This is coordinated by the **ICT Academy of Tamil Nadu** of which **GNC is a member**.

Participative Learning

Participative learning methodologies enable students to involve themselves in class activities and ensure that all students are a part of the learning process.

The participative learning methodology of **School of Management** and **School of Commerce** includes conducting **role plays, online quizzes, group discussions and mock interviews**.

The **Schools of Languages, Humanities and Information Technology** plan various class activities to motivate students to participate in seminars, group discussions, and intra- and inter- collegiate competitions to enhance their communication and presentation skills.

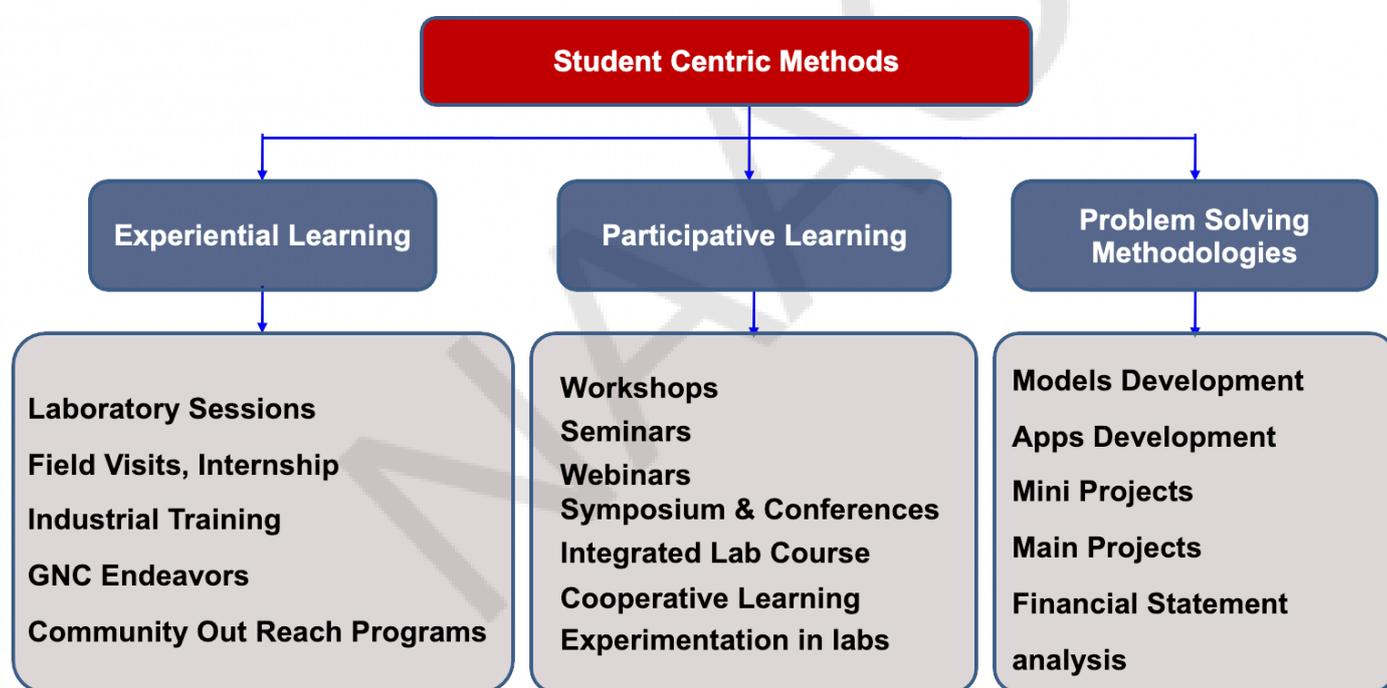
The **School of Sciences** has inculcated the concept of environmentalism among students through the Enviro Club. Students developed a herbal garden and have prepared 15,733 seed balls that were distributed

in the neighbourhood. Students are trained in determination of pH in branded mineral water and estimation of ESR in human blood.

A **peer learning group Noolaga Nanbargal** is run for students aspiring to write various government and banking services exams.

Problem Solving Methodologies:

The **Six Schools of Excellence** improve the critical thinking of students through case analyses, books, articles and movie reviews. Students are also taught to take up financial statement analysis of companies with real-time cases to make effective investment decisions. A few students used problem solving methodologies in the identification of challenges faced by the Irula community, a study of the bio-diversity of high-altitude fauna, and an analysis of live specimens along the rivers of Ganga and Yamuna and the Rameswaram Coast.



File Description	Document
Link for Additional Information	View Document

2.3.2 Teachers use ICT enabled tools including online resources for effective teaching and learning process.

Response:

Teachers use ICT tools for effective teaching and to facilitate student learning. They access, extend, transfer and share the knowledge and skills while abiding policies and regulation of IT.

- **Tools for Access:**

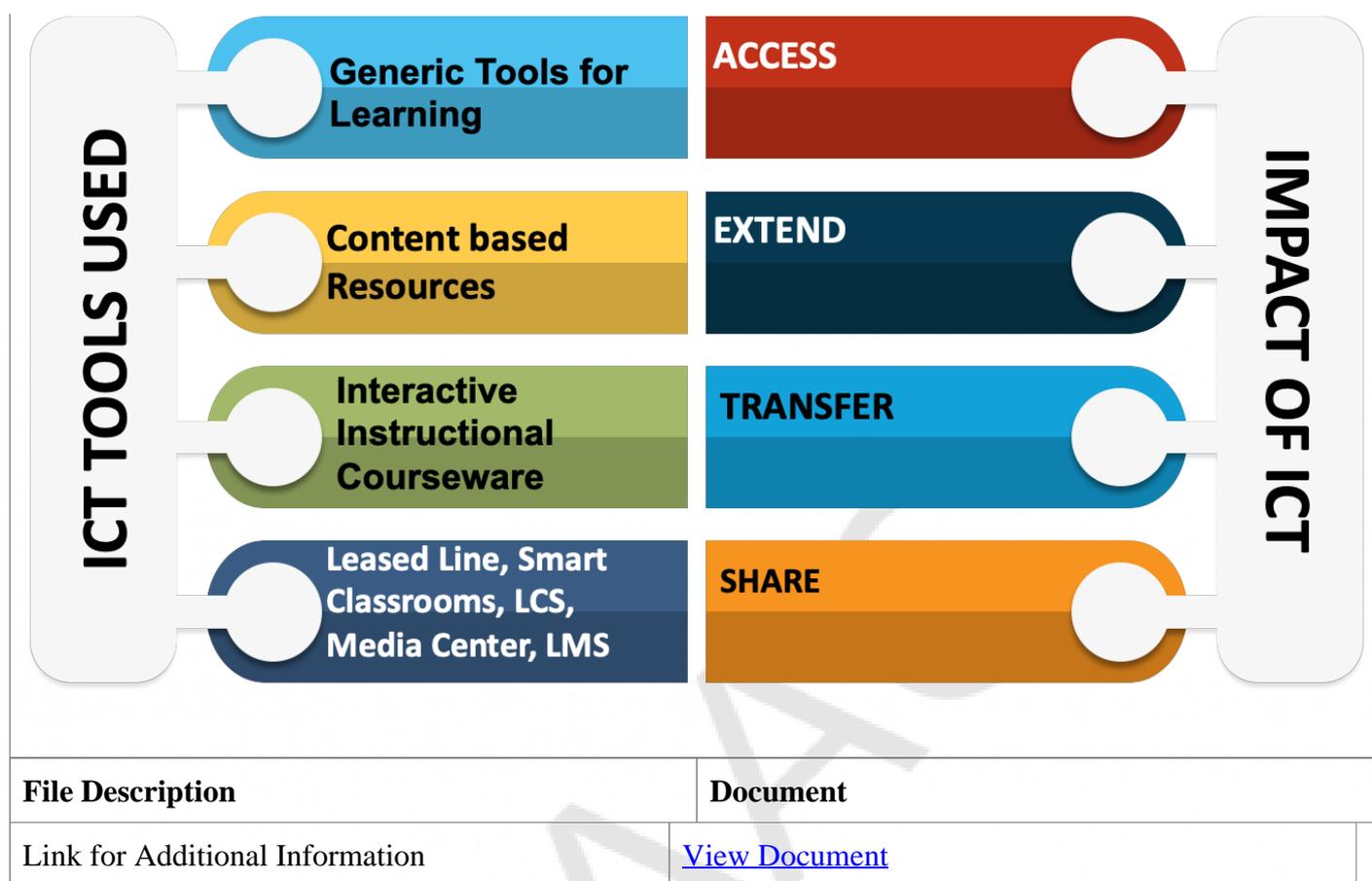
- **Remote Library Usage:**
- The library is subscribed to e-journals, e-books and e-databases available under the **NLIST Programme** of the **INFLIBNET** Centre. Students can access them at <http://nlist.inflibnet.ac.i>
- GNC is one of the 50 institutions selected by AICTE and Web of Science Consortium to access the **Web of Science resources**. Since access is provided to certain IPs, faculty members, research scholars and students access Web of Science resources from the college campus through the link <https://www.webofknowledge.com>
- In addition to open educational resources, the library e-repository **GNLMS** (Guru Nanak Learning Management System) contain contents developed by faculty members such as study materials, question bank, previous years` question papers, video lectures and power point presentations.
- **Google Classroom:** The Google Classrooms platform is used as an access tool where students can access study materials uploaded by teachers to aid their learning process. It is also used to test their level of understanding of the subjects and to augment their critical thinking, problem solving skills and analytical thinking through conducting online quizzes and by engaging them in activities like case analysis, book reviews.

- **Tools for Extend:**ICT tool such as Google Meet, YouTube and WhatsApp are used to extend support to the students in the learning process.
- Teachers conduct periodical meeting with students through Google Meet.
- GNC has two YouTube channels where all academic-oriented content, seminars and conferences are live streamed and posted regularly. Many faculty members use the platform to post their videos to a wider group.
- Documents such as course materials, assignments and test papers of students are shared via channels best suited to each purpose – e-mail and Google Classroom. Google forms are also used to conduct e-quizzes.
- **Generic Tools:** Generic tools such as **Google Meet, Zoom, Cisco WebEx and Microsoft Teams and Moodles** are being used by teachers to take classes and conducting meeting with students.
- **IT facilities:**
 - 12 labs exclusively for curricular requirements are maintained with systems updated to the latest hardware configurations. All systems are connected to the LAN, which is a part of an Institute-wide area network.
 - Latest open-source software (OER) is available for students to train on to prepare them for the industry.

 - A majority of classrooms are provided with Wi-Fi and LAN connectivity to aid students and teachers for the effective teaching learning process.

 - All departments have access to LCDs and laptops for the effective delivery of lectures and other teaching pedagogies.
- **Smart Boards:**

A majority of the classrooms are equipped with smart boards for the effective teaching.



2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 24:1

2.3.3.1 Number of mentors

Response: 267

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll	View Document
Any additional information	View Document
Link for additional information	View Document

2.3.4 Preparation and adherence of Academic Calendar and Teaching plans by the institution

Response:

Preparation of Academic Calendar:

- The Academic Calendar of Guru Nanak College is prepared by the expert calendar committee

members constituted for each academic year by the Principal before the commencement of the year. It is further scrutinized by the Principal and the Dean Academics.

Components of Academic Calendar:

- The Almanac of the Calendar consists of the opening day, the number of working days in semester, day order and last working day.
- It lists the internal and external examinations dates that are scheduled in consultation with the Controller of Examination, and internal and external auditing dates scheduled in consultation with the Dean Academics and IQAC.
- The schedule for Parents Teachers Meet is mentioned in the calendar.
- The number of working days for the odd and even semesters is tabulated along with the day order to help faculty members plan their classes.
- The Almanac includes central government and state government holidays.
- Academic events – right from bridge courses for freshers to various student enrichment activities and extension activities – are listed.
- The list of assembly days for both shifts along with the departments that will be in-charge of that day's assembly are mentioned.

Teaching Plan:

- Every staff member of Guru Nanak College prepares their teaching plan well before the commencement of the academic year.
- Innovative methodologies used are mentioned in the plan, as are resources like reference books, e-resources and other relevant links.

Adherence to Academic Calendar and Teaching Plan:

- Adherence to exam dates is monitored by the Controller of Examination.
- Adherence to the teaching plan of faculty is monitored by the Head of the Department who ensures on time completion of the syllabus. School Deans also oversees this process.
- Adherence to event dates is monitored by event coordinators and reports are uploaded to GNC-IMS after their completion.

File Description	Document
Link for Additional Information	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Link for Additional Information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 45.1

2.4.2.1 Number of full time teachers with Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D'Lit. year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
147	130	116	103	90

File Description	Document
Institutional data in prescribed format (Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

Response: 7.73

2.4.3.1 Total experience of full-time teachers

Response: 2140

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years

Response: 14.9

2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
8.5	11	17	18.5	19.5

File Description	Document
Institutional data in prescribed format (Data Template)	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years

Response: 1.45

2.5.2.1 Number of complaints/grievances about evaluation year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	79	138	165	44

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.3 IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in Examination Management System (EMS) of the Institution

Response:

EXAMINATION PROCEDURES

GNC follows the CBCS with grades under the semester pattern. Every course paper is provided with a credit point based on the quantum of subject matter, complexity of content and hours of teaching. This is done after a thorough analysis of the content of each subject paper by the Board of Studies and with the approval of the Academic Council. Students are also offered a variety of job-oriented courses, elective courses and courses involving soft-skills as a part of the curriculum. Students can earn extra credits by opting for massive open online courses (MOOCs), value added courses and skill certificate courses.

The evaluation method under CBCS involves a more acceptable grading system that reflects the personality of the student. This is represented by the Cumulative Grade Point Average (CGPA) and Grade Point Average (GPA) – indicators of the academic performance of the student. It provides students scope for horizontal mobility and empowers them with the flexibility to learn at their convenience.

The GNC's Evaluation process consist of two parts – the continuous internal assessment (CIA) of 50 marks and the end semester examination (ESE) for 100 marks which is converted to 50 marks. The ESE is conducted after the completion of a minimum of 90 working days; examinations are held for all courses in November/December and April/May for all UG and PG programmes. The schedule for ESE practical papers is notified by the Controller of Examinations.

A candidate is only permitted to appear for the end semester examinations if their attendance is at 75% and above. Students securing more than 65% and less than 75% can apply for condonation with due fees while those securing more than 50% and less than 65% fall under withheld category and shall only be permitted to appear for supplementary papers (if any). Students who have less than 50% attendance fall under the detained category and are not eligible to appear for any examination. They have to redo the semester after completion of the course and appear for the examination after securing the required percentage of attendance.

Students who do not get the minimum marks to pass in the ESE shall compulsorily re-appear for the paper in the subsequent semester after paying the required fee.

If a student is not able to complete the programme within the stipulated time period of 'n' years, they would be allowed another 2 years to clear backlogs. An extra year in exceptional cases such as major accidents or child birth is permitted. If they still fail to complete the programme, they need to re-register for it. Students qualifying during the extended period shall not be eligible for ranking.

Process Integrating IT

The Education Management System (GNC-EMS) was setup to integrate software into the examination process. A customized software unifies all frameworks into a single system which includes e-documentation and e-processing, paving the way for digital data storage with multi-level digital security. The integrated process includes register number generation, subject code generation, CIA Mark Entry, question paper setting in cloud, time table preparation and university permanent pass register report to name a few.

Continuous Internal Assessment (CIA)

Every semester has two centralized CIA examinations and one model examination for each course. Each

continuous assessment test (CAT), lasting 90 minutes, is conducted on completion of 30 and 60 working days, respectively, in each semester. A model exam of three hours' duration is conducted upon completion of 80 working days every semester.

The components for the CIA include two IA examinations carrying 5 marks each, a model exam for 10 marks, an assignment for 10 marks, class activities for 15 marks and attendance for 5 marks, totaling 50. The class activity involves accepted innovative techniques such as seminars, quiz, portfolio creation, MCQ, power point presentation, objective tests, role play etc. A record of all such assessment procedures is maintained by the department. Course teachers enter the marks through their login id in GNC-EMS. A provision to revise the marks is made in the login id of the course teachers if they wish to conduct a re-examination for students. The course teacher cannot edit the marks once the 'All Marks Posted' option is chosen and submitted to the HOD. The HOD is then granted access to edit marks in case of any discrepancies, and is required to maintain the required proof of this before submission to the COE.

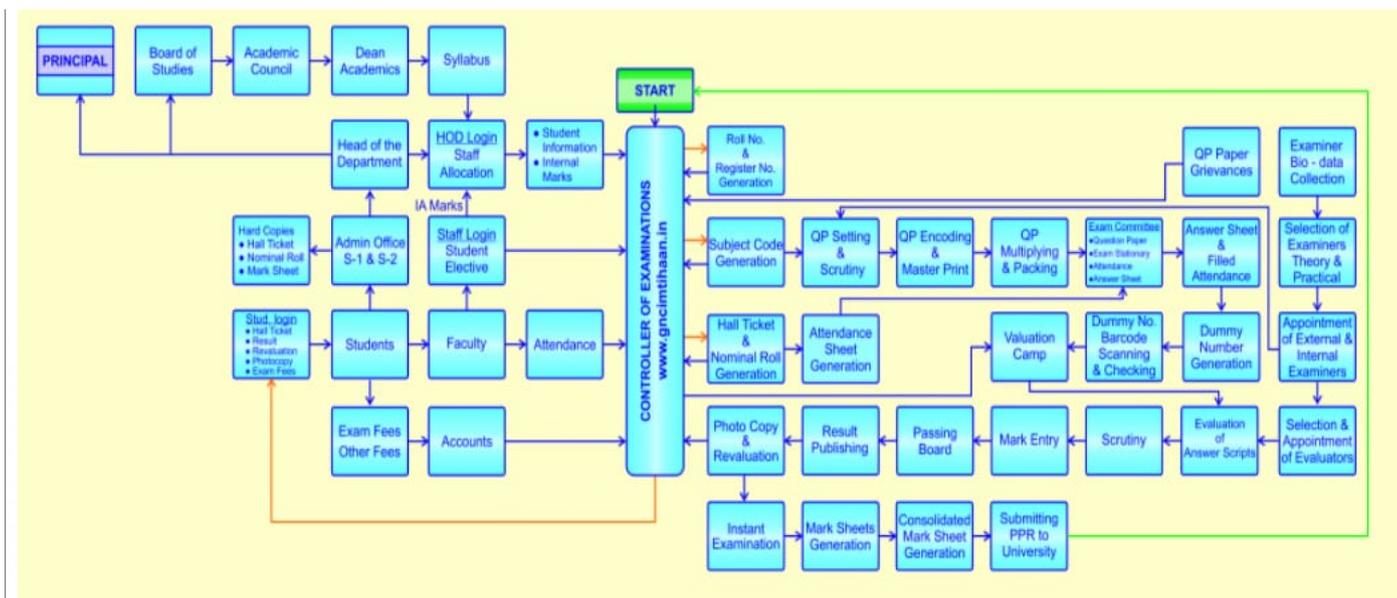
CIA marks for practical subjects are awarded by the respective faculty based on the performance of the student in the model practical examination, observation notebook, submission of record books, regularity and attendance for the practical classes. Attendance particulars for practical classes are maintained by the concerned faculty. A student having 90% and above attendance is awarded 5 marks, those in the range of 75% - 89% get 4 marks, 60% -74% get 3 marks, and below 60% are awarded no marks.

Recent reforms

- A provision is made in the HOD login id to enter a maximum of 6 credits for UG students and 4 credits for PG Students upon the completion of MOOCs and certificate courses.
- For the inter-disciplinary elective in the V semester, students of GNC can opt for different courses offered by various departments across the shifts. GNC-EMS has been customized to incorporate the same.

Online Examination

A technology enhanced system has been put in place for smoother conduct of online examinations. G-Suite was purchased by the institute to implement online mode of teaching-learning and evaluative pedagogies. Examination Time tables and hall tickets were sent to students online. Question papers were posted and answer scripts were collected through Google Classroom. Invigilation was done through Meet links and student-teacher ratio was kept at 16:1. The entire examination was recorded and documented, and the student's video and audio were turned on during the entire duration of the examination. The pandemic has paved the way for digital examinations and Guru Nanak College has carried out the process systematically.



File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Response:

Guru Nanak College’s website is a comprehensive one-stop source that provides all relevant details to the visitors.

Programme Outcomes, Programme Specific Outcomes and Course Outcomes are a prerequisite to effective dissemination of knowledge by teachers and efficient learning by students, and are all available on the website. Programme outcomes stipulate what students acquire in terms of knowledge, skills, attitude and behaviour after the completion of the programme while Programme Specific Outcomes highlight the distinct knowledge, skills and values acquired. Programme outcomes are focused on overall improvement of students, including different facets like attitude, skill and knowledge. Course Outcomes direct students when deciding learning approaches, and assists faculty members in adopting innovative teaching methodologies, creating quality content and designing assessment techniques in a manner that best delivers the intended knowledge and skill set to the targeted students. They are developed by each course teacher before the start of the academic year and the same is submitted to the Controller of Examination.

Decision making skills, interpersonal skills, and domain skills are improved through various courses offered. Critical thinking enables students to identify problems and come up with suitable courses of action. The practical approach adopted facilitates preparedness for employment even as skill requirements of the industry are considered and courses are framed to suit the same. With the growing eco-system

around entrepreneurship, courses are framed to create an interest in self-employment, and to train students to come up with viable business plans.

Display and Communication of Programme Outcomes and Course Outcomes:

- POs and PSOs are displayed at prominent places like HOD room, Seminar Hall, class rooms and faculty rooms. PO, PSO, CO are included in lesson plans, course files, course-end surveys, alumni survey etc.
- The syllabus of each programme is available on the webpage of said programme.
- The updated syllabi with the respective PSOs and COs are also made readily available on the webpage of the respective School and programme.
- Vision, Mission, Programme Outcomes and Programme Specific Outcomes of each programme are clearly mentioned in the syllabus.
- Hard copy of the syllabus is made available at the Dean's Office, CoE's office and in the respective departments.

Orientation for Students and Faculty Members:

- Students are oriented on course outcomes for each course and tips are given by teachers on ways to assess their own learning and measure their progress as preparation for and a precursor to formal assessments.
- Faculty members are taught to design assessments that go in tandem with Programme Outcomes and to map the Course Outcomes with Programme Outcomes.

File Description	Document
Upload COs for all courses (exemplars from Glossary)	View Document
Link for Additional Information	View Document

2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

Response:

Process of CO PO and PSO Assessment:

- The direct method of accessing the COs and POs include projecting the knowledge base of the students as well as their skills from tests, assignments, class activities like seminars, presentations, discussions, quiz, debate, mini-projects, etc, and end semester examination. The internal methods provide an understanding of the student's learning.
- The indirect method is done through surveys and interviews that include the stakeholders. In this method, stakeholders like Alumni, Employers, and Graduates are surveyed. The stakeholder's perspective reflects their views on the student's learning.

- A PO CO matrix has to be made by comparing each COs of the course to the POs of the Program. A value between 1 to 3 is given depending upon how well the PO and CO have matched, 3 being the highest.
- The average of the POs is calculated.
- Further PO Attainment has to be calculated for each POs with the following formula

PO Attainment = (Average of PO CO Attainment Factor)

Number of Levels

- Once the direct assessment of POs is completed, the indirect assessment has to be prepared with the responses collected from the stakeholders like employers, alumni, and graduates.
- The average response of each PO has to be calculated, which would be the PO attainment for the indirect method
- With the completion of Direct and Indirect assessment, the Total POs has to be calculated for each program using the following formula
 -
- The total has to be calculated for each POs
- The total PO attainment factor has to be compared with the target, which is the results of the past 3 years
- The target can be calculated with the following formula
 - **Target= (Average of Results of previous years/ 100) * Number of Years**
- We can conclude that if the Total PO attainments are greater than the target the program has achieved the target and if it's less than the target corrective actions have to be adopted

Review and Corrective Measures:

Every Department calculates the Programme and Course attainment in order to understand the effectiveness of the programme in imparting the Knowledge, Skills and Behaviour. The departments that could match the Programme outcomes with the target plan methods to maintain the good performance in the future. The Departments that fall short of the target find out the reason for the gap by analysing the Po-Co matrix. The corrective measures in terms of syllabus upgradation, teaching methodologies and any other necessary measures are devised to match the target in future years.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.3 Pass Percentage of students(Data for the latest completed academic year)

Response: 97.09

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 2134

2.6.3.2 Total number of final year students who appeared for the examination conducted by the Institution.

Response: 2198

File Description	Document
Upload List of Programmes and number of students passed and appeared in the final year examination(Data Template)	View Document
Any additional information	View Document
Link for the annual report	View Document
Link for additional information	View Document

2.7 Student Satisfaction Survey**2.7.1 Online student satisfaction survey regarding teaching learning process**

Response: 3.88

File Description	Document
Upload database of all currently enrolled students	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Promotion of Research and Facilities

3.1.1 The institution's Research facilities are frequently updated and there is a well defined policy for promotion of research which is uploaded on the institutional website and implemented

Response:

Guru Nanak College (Autonomous) has a well-designed research promotion policy and facilities focused on enhancement of research quality through various research activities. The **Guru Nanak Centre for Research** (GNCR) was established to create a dynamic, vibrant and innovative research ecosystem and it supports every student or faculty to emerge as researcher. The Centre brings under its wings the various approved centres of research in the field of Economics, Zoology, Commerce, Defence & Strategic Studies, Chemistry, Tamil and English.

The research co-ordination committee is formed under the chairmanship of the Principal, in order to formulate and upgrade research policies as per UGC norms, for the enhancement and betterment of research facilities and outcomes of the College. The committee meets at regular intervals, to redress various challenges faced by the researchers.

The research policy focuses on sustainable and trans disciplinary research to develop an environment that encourages scholarly pursuits, creativity and innovation among all stakeholders of GNC. Further, it outlines procedure for the conduct of multi-disciplinary research for prescribing feasible solutions to grass-root level problems in society. Additionally, all these research projects lead to Ph.D. and M.Phil. Degrees of the Madras University, and publication of papers in reputed national and international journals.

GNC has an exclusive research centre – the **G.S. Gill Research Institute** (GRI), an autonomous Institute approved by the University of Madras – that awards research degrees in the field of insect-plant interactions and has received various grants from government funding agencies. The Centre has an exclusive objective, and maintains facilities and equipment needed to research integrated pest management and insect-related studies.

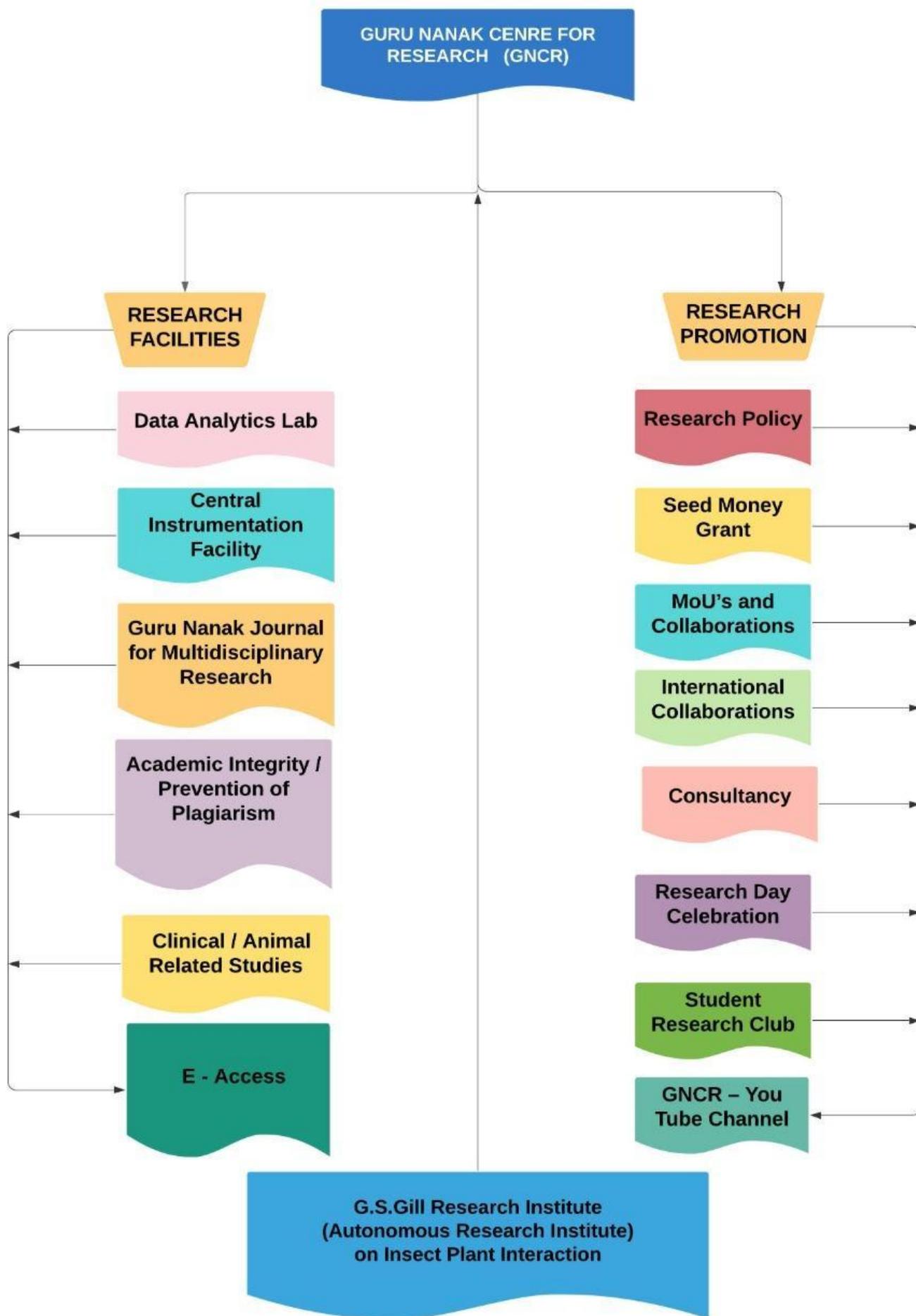
The **Guru Nanak Centre for Incubation, Innovation, Entrepreneurship & Start-up** (GNCIIES) was established and registered as a member of the Institution's Innovation Council (IIC) under the Ministry of Education's Innovation Cell. It promotes start-ups from various departments, namely GNC N'devour, Elixir, Simple Chemicals etc.

The Central Instrumentation Facility comprises state-of-the-art equipment for the benefit of internal as well as external stakeholders.

The college, in its institutional budget, makes provision for research and development through **Seed money** grants for both UG/ PG students and for faculty members to engage in active research in the form of major and minor projects, start-ups and upgradation of department facilities. It has a **Plagiarism Disciplinary Authority** to eliminate unethical research practices among researchers and academics. The in-house peer reviewed **Guru Nanak Journal of Multi-Disciplinary Research** serves to publish research outcomes bi-annually to cater knowledge society at national and international levels. The GNCR YouTube Channel provides a common platform for research interaction and attracted around 4.54 K subscribers

globally. In order to inculcate a research culture, the college provides access to online data bases such as UGC NLIST, Web of Science, GNC LMS and digital library resources. The **student research club** caters to undergraduate students with research acumen and improves their research skills through group projects, research discussions, research paper writing and research article writing

NAAC



3.1.2 The institution provides seed money to its teachers for research (average per year, INR in Lakhs)**Response:** 10.7**3.1.2.1 The amount of seed money provided by institution to its faculty year-wise during the last five years (INR in lakhs).**

2020-21	2019-20	2018-19	2017-18	2016-17
11.44	13.54	10.39	8.5	9.65

File Description	Document
Minutes of the relevant bodies of the Institution	View Document
List of teachers receiving grant and details of grant received	View Document

3.1.3 Percentage of teachers awarded national / international fellowship for advanced studies/research during the last five years**Response:** 5.73**3.1.3.1 The number of teachers awarded national / international fellowship for advanced studies / research year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
48	8	8	5	5

File Description	Document
List of teachers and their international fellowship details	View Document
e-copies of the award letters of the teachers	View Document

3.2 Resource Mobilization for Research**3.2.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)**

Response: 156.38**3.2.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
33.97	14.77	11.18	79.66	16.80

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by government and non-government	View Document

3.2.2 Percentage of teachers having research projects during the last five years**Response:** 1.78**3.2.2.1 Number of teachers having research projects during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
6	4	4	4	5

File Description	Document
Names of teachers having research projects	View Document
Link for additional information	View Document

3.2.3 Percentage of teachers recognised as research guides**Response:** 10.47**3.2.3.1 Number of teachers recognized as research guides****Response:** 29

File Description	Document
Upload copies of the letter of the university recognizing faculty as research guides	View Document
Any additional information	View Document
Link for additional information	View Document

3.2.4 Average percentage of departments having Research projects funded by government and non-government agencies during the last five years

Response: 36

3.2.4.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	1	1	2

3.2.4.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
5	5	5	5	5

File Description	Document
Supporting document from Funding Agency	View Document
List of research projects and funding details	View Document
Paste link to funding agency website	View Document

3.3 Innovation Ecosystem

3.3.1 Institution has created an eco system for innovations, creation and transfer of knowledge supported by dedicated centers for research, entrepreneurship, community orientation, Incubation etc.

Response:

GNC has a well-developed integrated ecosystem for research promotion, innovation, creation, knowledge sharing and transfer of knowledge. The Innovation Ecosystem integrates major components Research,

Incubation, Entrepreneurship.

The Guru Nanak Centre for Research (GNCR) which was founded in the year 2019 to commemorate the 550th Birth Anniversary of Shri Guru Nanak Devji, is a central hub for all research related activities of the College.

The **G.S. Gill Research Institute (GRI)** has received Grants from various Funding Agencies such as UGC, DST, DBT and MOEF. The Centre boasts of 108 National and International Publications on Integrated Pest Management and has produced 11 Ph.D.'s and 38 M.Phil students. GRI has several International Collaborations for Research and also engages in Faculty Exchange program with Global Universities.

The **Student Research Club (SRC)** is a wing of GNCR that instill research-based practices among students by using extensive research as well as Curriculum based learning.

Guru Nanak Journal of Multidisciplinary Research (GNJMDR) with ISSN: 2277-1409 is a bi annual Multidisciplinary Peer reviewed Journal for publishing high quality research papers. The journal offers diverse perspectives on different areas of research interest and research specialization as well.

GNCR – YouTube Channel : An exclusive YouTube channel is dedicated to research. The channel has attracted around 4.56 K subscribers and a viewcount of 1,02,355

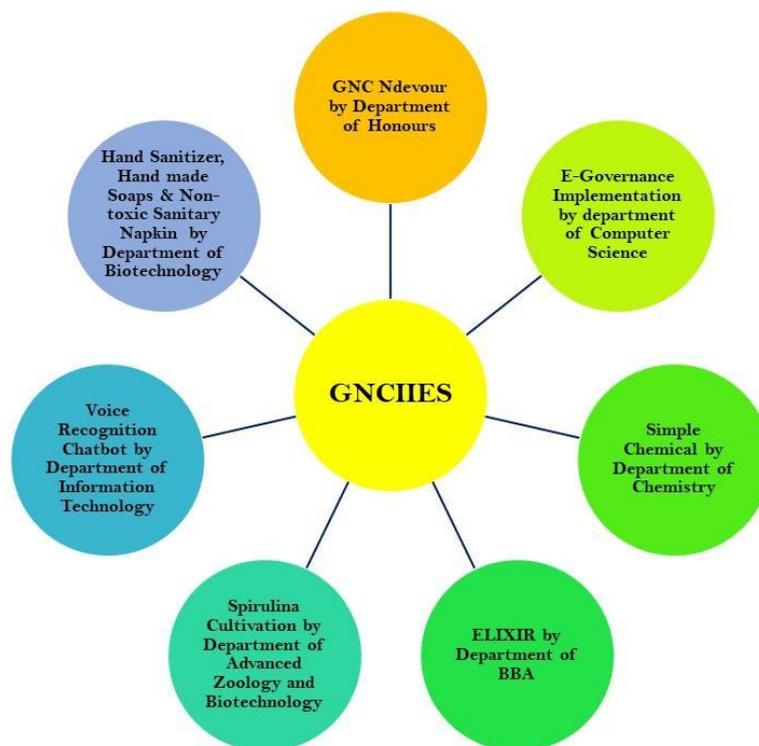
The **Guru Nanak Centre for Incubation, Innovation, Entrepreneurship & Start-up (GNCIIES)** is a registered member of Institution's Innovation Council (IIC) under Ministry of Education's Innovation Cell, Government of India. It incorporates Innovation cell, IPR cell, Start-Up cell, Internship / Field Visit cell and Social Media cell. Four staff members, who have completed training from NSTEDB, Ministry of Science and Technology, Government of India. Additionally, eight staff members are trained ED professionals from Prime Minister Yuva Yojna and Bharathiya Yuva sakthi Trust Mentor course.

Guru Nanak Centre for Incubation, Innovation, Entrepreneurship & Start-up (GNCIIES)



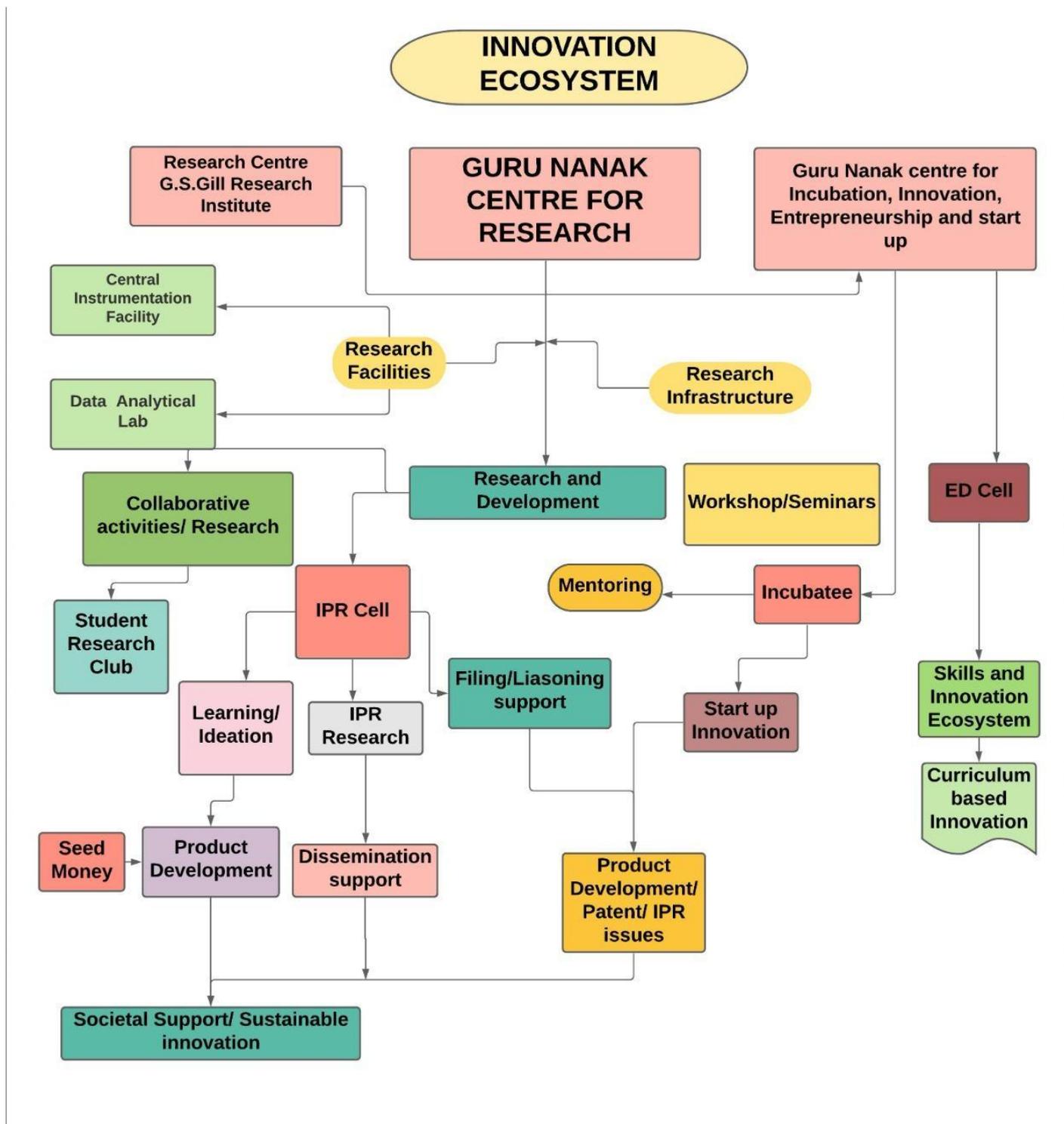
Innovations:

- Department of Biotechnology prepares Hand sanitizers as per WHO guidelines in five different variants (Peppermint, Lavender, Rosemary, Tea tree oil, Lemon grass and Peach) and 9 variants of vegetable and fruit base handmade soaps, which are commercially successful.
- Another innovation in pipeline is manufacturing eco-friendly, nontoxic Sanitary napkins.
- Student of B.Sc (IT) developed a voice based user friendly app for Admission related queries.



Entrepreneurship Development and Start-up Cell

- **Department of B.Com. Honours** Established GNC NDevour, a Mock company to provide students with entrepreneurial and leadership skills. Students operate photocopy machines and organize festival fair and put up stalls.
- **Department of Business Administration** promotes Entrepreneurial Development among students through the startup ELIXIR.
- **Department of Chemistry** trains students in preparing simple chemicals such as detergent powder, phenyl, dish wash powder and dish wash liquid.
- **Department of Advanced Zoology and Biotechnology** gives training in Spirulina cultivation and value-added products which provides ample opportunities for self-employment especially women.
- **Guru Nanak Skill Development and GNCIIES signed an MOU** with ICT academy to implement the entrepreneurship program with intensive training for 40 hours for final year students in collaboration with HDFC bank.



File Description	Document
Paste link for additional information	View Document

3.3.2 Number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development during the last five years.

Response: 263

3.3.2.1 Total number of workshops/seminars conducted on Research methodology, Intellectual

Property Rights (IPR), entrepreneurship, skill development year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
174	36	9	25	19

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document

3.4 Research Publications and Awards

3.4.1 The Institution ensures implementation of its stated Code of Ethics for research through the following: 1. Inclusion of research ethics in the research methodology course work 2. Presence of Ethics committee 3. Plagiarism check through software 4. Research Advisory Committee

Response: A. All of the above

File Description	Document
Any additional information	View Document
Link for additional information	View Document

3.4.2 Number of Ph.D's registered per teacher (as per the data given w.r.t recognized Ph.D guides/supervisors provided at 3.2.3 metric) during the last five years

Response: 6.21

3.4.2.1 How many Ph.Ds are registered within last 5 years

Response: 180

3.4.2.2 Number of teachers recognized as guides during the last five years

Response: 29

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
URL to the research page on HEI web site	View Document

3.4.3 Number of research papers per teachers in the Journals notified on UGC website during the

last five years**Response: 3.24****3.4.3.1 Number of research papers in the Journals notified on UGC website during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
268	194	147	110	117

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.4.4 Number of books and chapters in edited volumes / books published per teacher during the last five years**Response: 1.07****3.4.4.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
67	55	60	41	52

File Description	Document
List books and chapters in edited volumes / books published	View Document
Any additional information	View Document

3.4.5 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed**Response: 2.2**

File Description	Document
Bibliometrics of the publications during the last five years	View Document
Any additional information	View Document

3.4.6 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-index of the Institution

Response: 6

File Description	Document
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View Document
Any additional information	View Document

3.5 Consultancy

3.5.1 Revenue generated from consultancy and corporate training during the last five years (INR in Lakhs).

Response: 5.82

3.5.1.1 Total amount generated from consultancy and corporate training year-wise during the last five years (INR in lakhs).

2020-21	2019-20	2018-19	2017-18	2016-17
0.45	1.37	0.11	0.21	3.68

File Description	Document
List of consultants and revenue generated by them	View Document
Any additional information	View Document

3.5.2 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs).

Response: 63.15

3.5.2.1 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
10.04	32.62	9.34	7.17	3.98

File Description	Document
List of facilities and staff available for undertaking consultancy	View Document
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View Document

3.6 Extension Activities

3.6.1 Extension activities are carried out in the neighbourhood community, sensitising students to social issues, for their holistic development, and impact thereof during the last five years

Response:

National Service Scheme (NSS): NSS with the motto “Not Me But You” imparts the value of selfless service among the 400 volunteers divided into 4 Units under the supervision of 4 NSS Programme Officers. Societal, environment and Community service activities such as Blood donation camps, Swachata Shapath, Swachh Bharat – Awareness on the effects of Open Defecation, Unnat Bharat Abhiyaan are organised by the NSS and YRC Unit of the institution every year. Special camping programmes are conducted in Somangalam Village, Kundrathur, Chennai and Nanmangalam Village, Kancheepuram District for 7 days every year. Extensive COVID 19 relief social services were rendered by the NSS team. **Ek Bharat Shreshtha Bharat (EBSB)** was initiated to nurture national integration, GOI has paired Tamil Nadu with J&K to jointly organize Seminars on Opportunities and Challenges for Women Entrepreneur, Internet Security and Mobile Phone Security for Students and Households in both the regions.

National Cadet Corps (NCC): NCC Army & Air Wing units were function under the 1(TN) Battery, Madras A Group. The cadets are trained for teamwork, punctuality, leadership qualities, discipline, sportsmanship, physical fitness, reliability and patriotism amongst the students and also represents the NCC Tamil Nadu Directorate during the Republic Day Parade and Prime Minister Rally at New Delhi. The regularly organises awareness programmes like Beach Cleaning, Traffic Discipline, First Aid Training, Fit India movement, Service at old age homes and orphanages. On the other hand, **Women Student’s Forum (WSF)** works on gender sensitization, women empowerment, leadership, entrepreneurial employability skills, Health awareness, Menstrual and hygiene management, Legal rights, women safety and etc., to mitigate the gender discrimination in the society. **Citizen Consumer Club** were also organizing workshops, seminars and competitions on Standardization of Consumer goods, Rules and Responsibilities of Consumers in association with Government agencies.

Enviro Club participated in the creation of Chennai’s first Man made micro forest CommuniTree, Go Green Initiative, Seed Ball Preparation in association with Vidiyal Charitable Trust, Campaign on

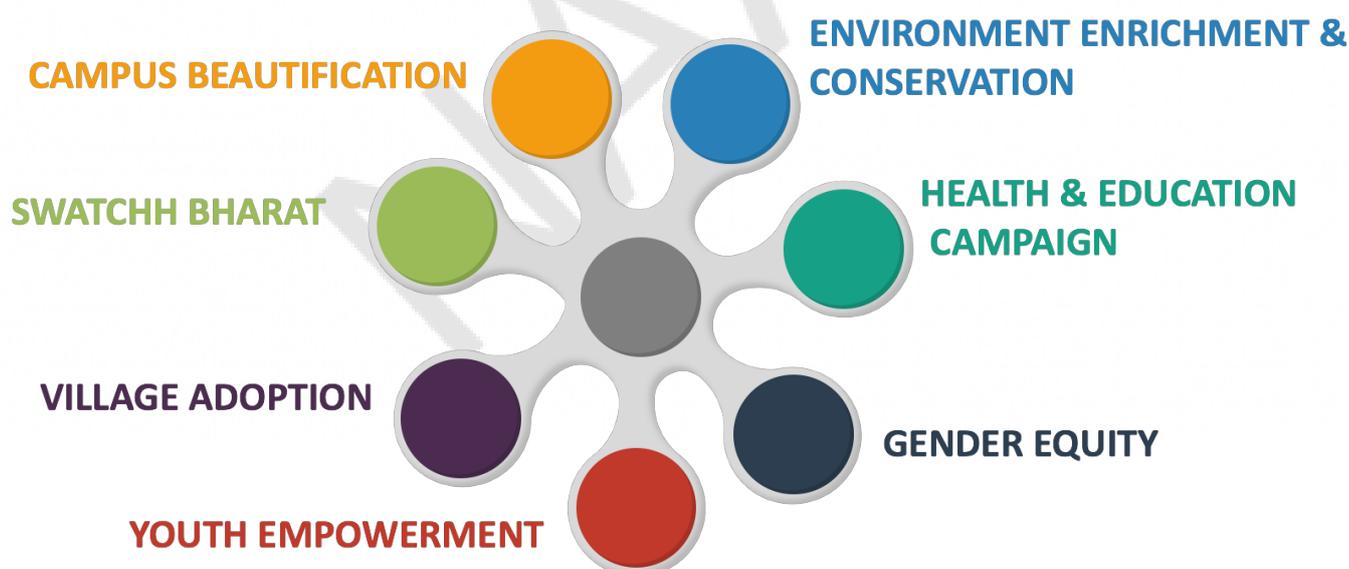
conservation of water bodies including Velachery lake cleaning. In addition, an application has been developed for cataloging the rich flora of the campus and green audit has been conducted regularly in the campus.

MSW Department extended a helping hand to the Irular community people in Thiruvallur district during 2021 floods.

GNC Students regularly participate in **Rashtra Katha Shivir** conducted by Shri Vedic Mission Trust at Pransla, Gujarat. It promotes the spirit of national integrity, unity, social harmony and religious amity through the Vasudhaiva kutumbukam.

COVID Pandemic Relief activities include a relief camp for more 3500 Migrant guest workers with Food, Shelter, basic amenities and emotional support. COVID Quarantine Centres and Mini ICU with oxygen beds were also setup. Frontline health workers from six government hospitals were also provided with Food during this time.

Impact and Sensitization The Management, Faculty and Students of Guru Nanak College are recognised with prominent awards from Government and non-government bodies. The student volunteers become solution providers for issues concerning the environment by demonstrating the knowledge needed for sustainable development.



File Description	Document
Paste link for additional information	View Document

3.6.2 Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government recognised bodies during last five years

Response: 35

3.6.2.1 Total number of awards and recognition received for extension activities from Government/

Government recognised bodies year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
21	6	2	6	0

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document

3.6.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**Response:** 222**3.6.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
54	49	54	35	30

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document

3.6.4 Average percentage of students participating in extension activities listed at 3.6.3 above during the last five years**Response:** 51.9**3.6.4.1 Total number of students participating in extension activities listed at 3.6.3 above year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
3621	3569	4001	2688	2039

File Description	Document
Reports of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.7 Collaboration

3.7.1 Number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

Response: 63.4

3.7.1.1 Total number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

2020-21	2019-20	2018-19	2017-18	2016-17
198	55	39	17	8

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document

3.7.2 Number of functional MoUs with institutions of national, international importance, other institutions, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 51

3.7.2.1 Number of functional MoUs with institutions of national, international importance, other Institutions, industries, corporate houses etc. year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
10	33	4	2	2

File Description	Document
Details of functional MoUs with institutions of national, international importance, other Institutions etc during the last five years	View Document
Any additional information	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Response:

Ever since its establishment in 1971, GNC has achieved an acclaimed position. It has built a reputation amongst students, parents, industry, academicians and researchers through its commitment to impart knowledge and skill based quality Education. This has been achieved not only through an academic rigor; but also by facilitating students with necessary and sound infrastructure and adequate teaching-learning facilities. The institute plans and carefully implements its infrastructure policy not only to fulfill the norms laid down by Regulatory authorities but also to satisfy the functional needs through its optimal utilization and up gradation as per the growth-expansion. The **Maharani Vidyavati Block, Sind Block, Kishanchand Chellaram Block, Guru Harkishan Block, Ranjit Singh Block, Cental Block, Guru Amardas Block, Sahibzaade Block** are the major academic wings with state of art class rooms, laboratories, seminar halls, meeting rooms and are adequate in numbers providing a good learning ambience to students through modern teaching aids and ultramodern facilities. To promote cutting-edge research in challenging emerging research areas, the college has established **Central Instrumentation Facility - Gill Research Institute & Guru Nanak Centre for Research** with a wide array of sophisticated equipment for all thrust areas of research. To motivate the young minds in the field of research and innovation Incubation Centres, Intellectual Property Rights Cell, Student Research Club and Data Analytics Lab were also initiated. To periodically organize and motivate co- curricular and extra-curricular activities for the students, the campus has **Shaheed Baba Deep Singh Auditorium, Guru Ramdas Seminar Hall, Lt. Gill Pavilion Hall, Seminar Hall (Central Block), Discussion Room in Guru Amar Das Block, Board Room, Conference Hall** equipped with state of art facilities.

The Campus is wifi enabled. All the computers are connected through LAN.

Library in Central Block, funded by UGC was established in the year 1991 has developed immensely, with a seating capacity of 100 and ICT enabled Library transactions. The Central Block also houses **Guru Nanak Media Centre, Centre for Police Well Being and Canteen**.

Guru Tegh Bahadur Auditorium has been given a new facelift housing all major Academic Offices such as **Office of the Controller of Examinations, Office of the Dean Academics, Internal Quality Assurance Cell and Extended Library** has 125 Seating capacities with 20 Computers for Users access and ICT enabled Learning Space.

The Punjab Block houses the Vice Principal Students Affairs office, Placement Cell, Office of the Cooperative Thrift Society, Counselling center and a Staff room.

The multi utility Sahibzaade Block comprises Guru Nanak Centre for Skill Development, Pondicherry University- GNES Twinning Programme, a Medical Centre, a centre for IAS coaching.

The policy of the College Management is predominantly to develop the adequate infrastructure for an effective teaching and learning environment in tune with the vision and mission of the institution.

File Description	Document
Paste link for additional information	View Document

4.1.2 The institution has adequate facilities for cultural activities, yoga, games and sports (indoor & outdoor); (gymnasium, yoga centre, auditorium, etc.,)

Response:

GNC aims at the overall personality development of the student through all-round growth in the areas of physical, social, cultural, technical activities along with academics. The institute provides a plethora of opportunities, platforms, and avenues to students through sports and cultural activities in order to explore, nurture their innate talent, creativity and to inculcate the ethical, social, cultural values along with team spirit, sportsmanship and leadership qualities to evolve into a strong and responsible citizen. The students are trained and groomed for various indoor and outdoor sports under meticulous guidance of well experienced Sports activities-in-charge. Students are constantly motivated, encouraged and facilitated to participate in various sports as well as cultural competitions organized at Intra College, Intercollegiate, Zonal, University, Regional, State as well as National level. State of Art infrastructure facilities for sports and cultural activities are available to the students within the institute. Over the span of the last 50 years, GNC students have brought several laurels in sports and cultural activities to the Institute.

The lush outfield cricket ground with 6 turf wickets in 5.3-acre area is a hallmark of Guru Nanak College. The seventy-yard boundary makes it an international standard ground. Seven well maintained Nets, with concrete wicket ensures quality practice / training on all days without any interruption. The ground has organized many tournaments including Ranji trophy matches, India A matches, the famous Buchi Babu tournament, The chancellor's tournament and many more. The sports pavilion adds further value to the ground. In addition to a VIP lounge, it has two team rooms for the participating teams and a Match official room. The state of art Gymnasium above the pavilion has all equipment needed to groom the players. Maintenance of the ground is done by M/S India Cements. The active sprinklers and the ground staff team keeps the ground lush green and ever ready for standard matches.

The campus also possesses a Basketball Court, Volleyball Court, Handball Court, Kabaddi Court, Kho-Kho ground, Football and Hockey fields. The college ground is equipped with a 400m track for athletic events. The two indoor auditoriums, named Guru Tegh Bahadur Auditorium and I S Gill hall are used for indoor games like Badminton, Table Tennis, Carrom, Chess etc. There is a yoga center in campus to facilitate the players and encourage the students and faculty members to take up this ancient art of wellbeing and holistic development.

GNC provides major platforms for cultural activities as well. It includes Music, Dance, Drama, Theater, Street play, mime, folk performance, Fine arts and Literary events. Baba Deep Singh Auditorium with a seating capacity of 800 is used for conducting major cultural events. Guru Ramdas Hall, Central Block Hall, Pavillion Hall are other indoor premises where Cultural activities & Competitions are conducted regularly. Assembly square and courtyard in Guru Harkishan Block are other popular venue for celebrating Teachers Day, Pongal etc. Inter Department and Inter college competitions are also organized on these premises.

File Description	Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 1

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure for infrastructure augmentation excluding salary during the last five years (INR in Lakhs)

Response: 45.49

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
616.29	236.40	350.42	2100.57	36.23

File Description	Document
Upload Details of Expenditure , excluding salary during the last five years	View Document
Upload any additional information	View Document
Link for any additional information	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

Name of the ILMS software	Auto Lib
Nature of automation (fully or partially)	Fully Automated
Version	Web Based – Advanced Edition V21.01
Year of Automation	2001

Modules Available in ILMS

Name of the Module	Purposes
Master / Admin	Administration privileges
Cataloguing	Resources and Users
Circulation	Transactions
Serial Control	Journal and Magazine Entry
Acquisition	Book Purchase
Report	For all kind of Report Generation
Search	Web Based Catalogue Search
Gate Entry	User Daily visit Entry

- Book Collection – Total Number of Books 59032/Total Number of Titles : 34863.
- Central Library and Departmental Libraries are automated with ILMS.
- Book Bank Scheme is established through the Books purchased under the DPT star college scheme to serve the needy students.
- e-Resources subscribed under the UGC NLIST, Web of Science are remote access enabled, Faculty and Students can access through their Username and Password.
-
- Barcode technology is used for Library Transactions.
- CCTV cameras are installed to monitor the users. Also the fire extinguisher is placed in the library for emergency purpose.
- Library Orientation program is conducted every year by the Library coordinator of the programmes, Library Tour and webinar.
- Under the aegis of **GNLMS**- Guru Nanak Learning Management System an e-Library module is built with Open source software called Drupal, which contains the Video Lectures, Study Materials, Question Bank, Previous years question papers, Open Educational Resources and resources for Competitive examinations.
- To access the e-resources Library has 30 computers for Users and 6 computers for library administration.
- Multimedia Kits like Web cameras, Headphones are provided to conduct online classes.
- Library supports a Peer Learning group- Noolaga Nanbargal which prepares the students for competitive Examinations, Interviews and other selection processes.
- Participative Learning: Dr.S.R.Ranganathan Quiz Club run by the student volunteers conduct Inter-departmental quiz competitions every month. Winners are honored with Rolling Trophies and Certificates.
- Events conducted: Faculty Development Programmes (FDP), Student Development Programmes (SDP), Seminars, Conferences, Workshops are conducted by the Department of Library in the core area of Teaching, Learning and Research.
- Current Affairs Awareness Services is rendered through Library e-groups (WhatsApp and Google Groups) for Faculty and Students.
- Guru Nanak College is a registered member of National Digital Library of India (NDLI) since 21st

Jun 2018.

- Library receives books from Central Hindi Directorate (CHD) every year.
- Awards: Department of library honors with certificate to the Best Library Users every month, based on number of books borrowed and time spent in library. Also the Best Outgoing Library User Award is given to the final year students every year.
- As a Social contribution, the general public is also allowed to utilize our library services.

File Description	Document
Upload any additional information	View Document
Paste Link for additional information	View Document

4.2.2 Institution has access to the following: 1. e-journals 2. e-ShodhSindhu 3. Shodhganga Membership 4. e-books 5. Databases 6. Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of subscriptions like e-journals, e-books , e-ShodhSindhu, Shodhganga Membership etc	View Document

4.2.3 Average annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 26.8

4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
25.68	27.65	27.88	27.65	25.13

File Description	Document
Details of annual expenditure for purchase of and subscription to journals/e-journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year**Response:** 28.36**4.2.4.1 Number of teachers and students using library per day over last one year**

Response: 1896

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure**4.3.1 Institution has an IT policy covering wi-fi, cyber security, etc., and allocated budget for updating its IT facilities****Response:**

Guru Nanak College (Autonomous) - GNC has an IT policy covering all major areas like Wi-Fi, cyber security and data management for all stake holders. The institution also regularly upgrades its infrastructure covering Wi-Fi, cyber security, software, ERP system and ICT enabled teaching learning.

Systems with Configuration: The institution has 12 labs and 448 systems (436 desktops and 12 laptops) with the latest hardware configurations – Core i5 Processors, 1 TB hard disk, 16 GB ram, LED monitor – and uninterrupted power supply (UPS) support to enhance the teaching and learning process. 153 of these systems are allocated for administrative purposes.

IT Accessibility: Staff rooms are provided with desktop computers and laptops with internet facility, printers, scanners, and LCD projectors for ICT related activities.

Servers: The institution maintains four servers to connect all its systems. These are used for Tally & Autolib, iBoss, and e-Library. The COE office has its dedicated server.

Internet connection:

- 37 Wi-Fi access points have been installed to cover the entire campus.
- Internet services at 60 Mbps by TIKONA leased line is available. Hathway Broadband connection with bandwidth of 200 Mbps acts as a back-up to provide uninterrupted internet connectivity to stakeholders.
- The campus also has a LAN network in a bus and star topology.

Cybersecurity:

- Firewall FortiGate 100D is installed with features such as port blocking, web filtering and content filtering.
- Kaspersky Antivirus software is installed for servers and computers in the COE's office. All other

systems use the antivirus software built into the OS.

- CCTV surveillance system with 221 cameras.

Office of the Controller of Examinations: The COE office is fully computerized. A special web portal – GNCEMS – is maintained to record the marks of the students. It is used to issue hall tickets, automate the allocation of rooms for examinations, generate exam schedules, publish results and generate mark sheets with due security features in time.

IT Team: A dedicated team of well qualified in-house hardware engineers form the IT team. They maintain the institution's infrastructure by repairing and replacing systems as and when needed.

Attendance Mobile App: Every staff member is provided with an android phone with an app for marking attendance of students and tracking other details such as the time-table and ODs.

College e-mail addresses: The college provides official email addresses with cloud storage for all faculty members (id@gurunankcollege.edu.in). All official communications are routed through this official email ID.

Digital Notice Board: A digital notice board is used to post information on admissions, examinations, the library, sports, departmental activities and other events.

Website team: GNC has an active website team which updates content periodically to keep the website vibrant and dynamic.

Upgradation of IT Facilities: Based on syllabus revisions in various programmes and courses, software is installed and configurations are upgraded. Internet bandwidth is increased as needed and anti-virus software is regularly purchased or renewed.

The GNC IT policy is dynamic and flexible to cater to the needs of all stakeholders.

File Description	Document
Paste link for additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 6409

File Description	Document
Upload any additional information	View Document

4.3.3 Bandwidth of internet connection in the Institution.

Response: 750 MBPS

File Description	Document
Upload any additional information	View Document

4.3.4 Institution has the following Facilities for e-content development

1. Media centre
2. Audio visual centre
3. Lecture Capturing System(LCS)
4. Mixing equipments and softwares for editing

Response: A. All of the above

File Description	Document
Upload Additional information	View Document
Institutional data in prescribed format	View Document
Link for Additional information	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years

Response: 39.85

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
277.32	423.75	371.9	277.14	227.46

File Description	Document
Upload any additional information	View Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:**Routine Maintenance**

House Keeping: College campus Maintenance is supervised by Estate officer and advised by College Maintenance Committee with SOP. Campus cleaning is taken care by two outsourcing agencies via R Cube facility management services and Serene Solutions, with teams of 24 sanitary workers to maintain the cleanliness of the campus. This includes Class rooms, Labs, Library, Play Grounds, Auditorium, Seminar halls, Washrooms, Pathways etc. Necessary sanitary items are provided to them.

Apart from outsourcing agencies Inhouse electricians, plumbers are available round the clock. A campus supervisor, carpenter, Ac mechanic is recruited by GNC to provide uninterrupted services. Two full time skilled gardeners are employed to maintain the Green GNC Campus.

Preventive Maintenance

- An IT cell with four engineers maintain and upgrade the IT infrastructure of the Campus. They also look after the 201 CCTV cameras and Digital Notice board.
- Painting the buildings is done periodically to prevent wear and tear.
- Fire extinguishers are placed in all the blocks and proper training given to security personnel to handle them.
- Air-Conditioners available in the campus are maintained by the outsourced team through AMCs.
- RO plants are installed in the campus to provide pure drinking water. RO water is tested for its salt content by the Department of Biotechnology. RO waste water is used for cleaning utensils in the canteen.
- Septic tanks are cleaned frequently by the outsourced agents.
- Pest control measures are regularly monitored by estate officer who resides inside the Campus. These measures are administrated by the Chennai City Corporation and also by the Private agencies.

Science Laboratory Maintenance:

- Stock registers are well maintained by the Heads of the concerned Departments. Instruments and chemicals purchased are entered in the stock register on regular basis.
- Apparatus and chemicals issued to students are entered in a separate register for stock verification towards the end of the academic year.
- The instruments are repaired by the scientific companies from which the purchase has been made.
- Do's and Don'ts instructions are displayed inside the lab as safety measures.
- Staff, students and lab attenders are instructed to wear lab coat and goggle during practical hours.
- Eight lab attendants are available in School of Sciences to maintain the decorum and follow the procedure.

Library Maintenance:

- Cleanliness
- Computers, Multi-media kits are maintained by the college IT team.
- A dedicated team of five members takes the physical care of the Library.

- To maintain printed resources in good condition in central and departmental libraries organic insect repellent is used.

Sports Complex:

The college has seven play fields spread over the 21 acre campus. The lush outfield cricket ground with 6 turf wickets is a hall mark of Guru Nanak College. It is maintained by India Cements with professional staff. The sports pavilion has a VIP launch, two team rooms for the participating teams and a Match official room which adds value to the ground.

Computer Lab Maintenance:

- Licensed software used for computer practical are renewed every year.
- Computers available in the campus are maintained by full time IT team to ensure the network connectivity, maintenance of the UPS and servers, protection of the system.

Visual Communication Lab Maintenance:

- Visual Communication Equipment are maintained by the technical experts.
- Software Updatons are done frequently.

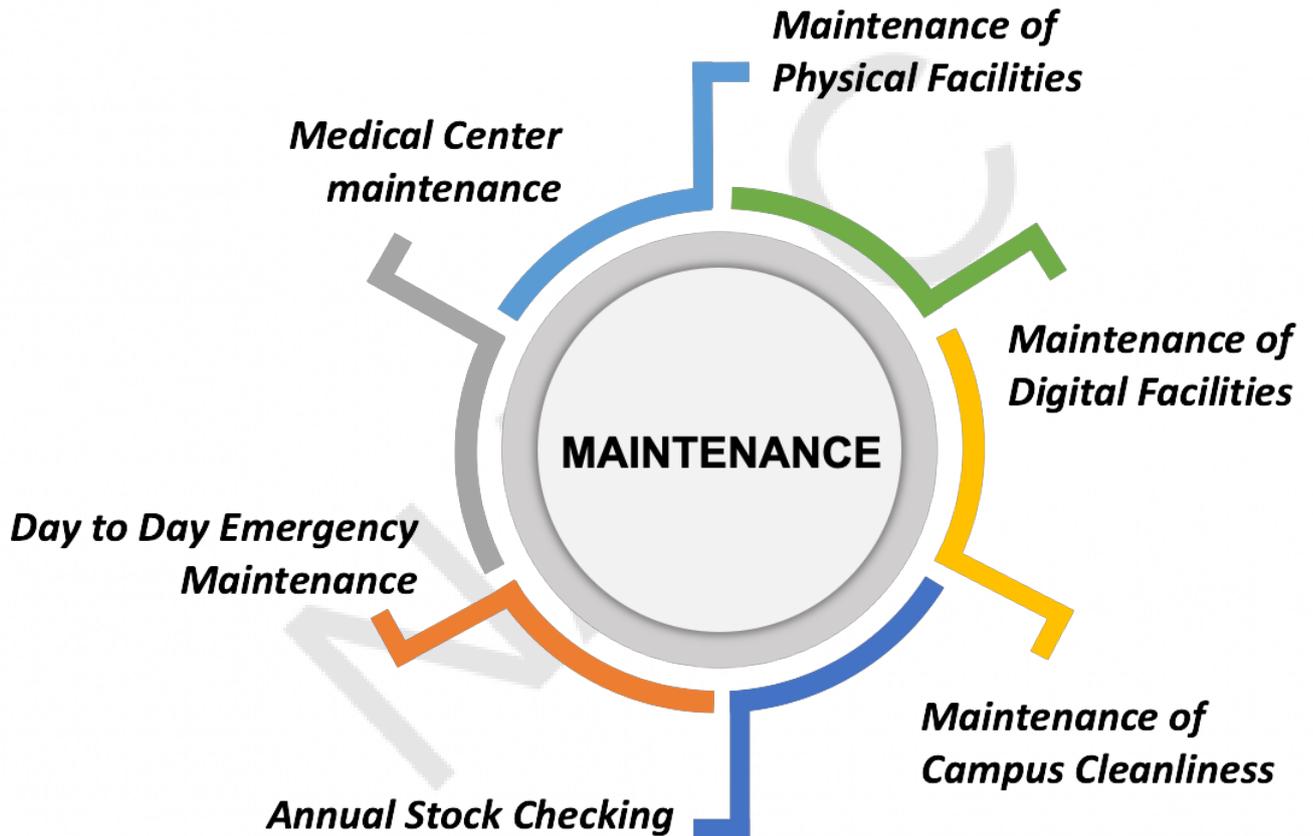
Classrooms:

- There are 81 class rooms available in the campus with a seating capacity of 50-75 and are cleaned regularly by the house keeping team.
- Electrical items are repaired or replaced as when required by the electricians.
- IT team maintains the IT infrastructure of the class room.
- Tables and benches are repaired by college carpenters.
- Class rooms are white washed periodically to withstand wear and tear.
- Lift facility is available for physically challenged students which are maintained by outsource.

Other Facilities and its Maintenance:

- A Langar kitchen with all modern facilities caters to the needs of 350 to 400 students per day. Breakfast for Sport Players and mid-day meals for students is cooked and served. Two exclusive cook and separate cleaning staff has been appointed for this purpose.
- High powered generators are available to provide uninterrupted power supply and maintained by college electricians.
- Canteen facilities are available in the campus Governed by the Canteen Committee.
- The information regarding the various courses conducted by shift-I and Shift-II, the various support services are displayed at the college entrance.
- A digital notice board inside the campus displays the important day to day events.
- College map, direction boards, Awareness Flex-boards (Anti Ragging and many more), are fixed at suitable places.
- The greenery of the campus is well maintained by trained gardeners on a daily basis.
- Suitable dustbins are fixed at various places to keep the campus clean.
- Cement benches are placed all around the campus for students to rest during break and lunch hours.
- Proper roads are laid for connectivity within the campus with speed breakers.

- Rain water harvesting has been incorporated in GNC’s policy as a part of our commitment towards Environmental consciousness to improve the water table.
- A separate parking area is available for students and staff to park their vehicles.
- Staff quarters are available for Principal, Chief administrative officer, estate officer and Gurudwara priest Gyaniji.
- 25 Home guards are employed to maintain discipline and security in the campus.
- Public are permitted for morning walks; ID cards have been issued to them for security reasons.
- Wall paintings depicting moral values are painted by the visual communication students as hands on training for them.



File Description	Document
Paste link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 16.45

5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
773	877	931	1116	1120

File Description

Document

Institutional data in prescribed format

[View Document](#)

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution and non-government agencies during the last five years

Response: 20.06

5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
2940	910	775	836	697

File Description

Document

Upload any additional information

[View Document](#)

Institutional data in prescribed format

[View Document](#)

5.1.3 Following Capacity development and skills enhancement activities are organised for improving students capability 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical fitness, health and hygiene) 4. Awareness of trends in technology

Response: A. All of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefited by career counseling and guidance for competitive examinations as offered by the Institution during the last five years.

Response: 77.95

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
6223	6177	4925	4665	2263

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases 1. Implementation of guidelines of statutory/regulatory bodies 2. Organisation wide awareness and undertakings on policies with zero tolerance 3. Mechanisms for submission of online/offline students' grievances 4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload any additional information	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description

Document

Upload any additional information

[View Document](#)

Details of student placement during the last five years

[View Document](#)

5.2.2 Percentage of student progression to higher education (previous graduating batch).

Response: 0

5.2.2.1 Number of outgoing student progressing to higher education.

Response: 00

File Description

Document

Upload supporting data for student/alumni

[View Document](#)

Details of student progression to higher education

[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 89.87

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
25	28	24	4	8

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: IIT/JAM/ NET / SLET/ GATE/ GMAT/CAT,GRE/ TOEFL/ Civil Services/ State government examinations) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
25	30	25	5	10

File Description	Document
Upload supporting data for student/alumni	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 713

5.3.1.1 Number of awards/medals won by students for outstanding performance in sports / cultural activities at inter-university / state / national / international events (award for a team event should be counted as one) year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
118	263	177	88	67

File Description	Document
Number of awards/medals for outstanding performance in sports/ cultural activities at inter-university / state / national / international level during the last five years	View Document
e-copies of award letters and certificates	View Document

5.3.2 Presence of an active Student Council & representation of students on academic &

administrative bodies/committees of the institution**Response:**

Guru Nanak College (GNC) has a vibrant portfolio for Students' Affairs under the ample guidance of a Senior Faculty member as its Dean. It provides various support service activities for co curricular and extracurricular progression of students. With the support of Students' Affairs, the Students' Council which is an integral part of the college system serves as representatives for the welfare of students. It provides an adequate opportunity for students to engage in a structured relationship with teachers, students and management in the process of conducting college activities. Students' Council of GNC comprised a set of TWO elected body of office bearers from among the students, representing both Shift-1 and Shift-2. It aims to help the students to acquire effective communication, leadership qualities, creativity, decision making and organizational skills during their study period. These obtained Life & Managerial Skills will boost their morale to face the challenges of the future.

The Motto of Students' Council: **Awake, arise and stop not till the goal is reached.**

This Council is elected in a democratic way by establishing the voting rights of Class Representatives. Those elected members are allotted different positions and they stand for the wellbeing of the entire student community. They will provide moral support, financial assistance, addressing grievances through their representation to the Principal and the Management of the college. The respective class representatives will organize events like Cultural, Sports activities and other college activities with the guidance of Staff in charge. This healthy environment will encourage the students' overall Academic and Professional Development.

There are active students association to organize various activities related to academics, co-curricular and extra-curricular activities, with the guidance of faculty. The associations are: Comglitz, Eugenics, Elite, Prism, Honoria, Finaac, Tamil Mandram, ELA, Oos ek Boond, and Fete des francias, Do IT, Infinit and Intelismart

The Student Council of GNC is an important wing which upholds, promotes and spreads the social values of the institution to the students and to the society in a larger sense.

Apart from the student council and association various students' clubs are active which are the main hub of student activity. These provide an outlet and a stage for the creative juices of young minds and hearts. 14 clubs helps the students to gain invaluable leadership as well as life skills. In addition to connecting other students who have similar interests, students' clubs make students to interact with alumni and professionals in their fields of interest. The clubs are

- NCC (Army wing)
- NCC(Air Wing)
- NSS
- Youth Red Cross
- Enviro Club
- Citizen Consumer Club
- Women Students forum
- Fine Arts Association
- Entrepreneurial Development Cell

- Placement Cell
- Dance club
- Music Club
- Theatre Club
- Fashion Club and Folk Club .

GNC also promotes participation of students on academic and administrative bodies. Students are active members for the committee like Grievance Redressal Committee, Antiragging Committee, Students Grievances Committee, IQAC, Canteen Committee, Hostel Committee, Training & Placement Committee etc.

File Description	Document
Paste link for Additional Information	View Document

5.3.3 Average number of sports and cultural events / competitions organised by the institution per year

Response: 23.4

5.3.3.1 Number of sports and cultural events / competitions organised by the institution year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
18	23	29	26	21

File Description	Document
Upload any additional information	View Document
Number of sports and cultural events / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association / Chapters (registered and functional) contributes significantly to the development of the institution through financial and other support services.

Response:

The Guru Nanak College Alumni Association is a registered alumni trust, in the name of “Guru Nanak College Alumni Foundation (GNCAF)”. The trust was registered on 12.07.2019. GNCAF aims to link the alumni to the institution, develop synergistic plans to support the institution and achieve its vision, and to

enable the institute to add value to all its stakeholders. The main objective is to enrol all alumni as members of the association and facilitating active participation of the alumnae in appropriate activities, events, and initiatives of the Institute. The alumni association helps in building a network of the alumni as well being in touch with the corporate world. Every year, Alumni meet will be hosted by the Alumni association and supported by the Management, where the alumni from different branches are invited to share their views and suggestions on the scope of their course and also to create awareness about the professional world. This paves an opportunity for the alumni to meet other alumni and cherish their past experiences and moments. The Alumni Association provides an avenue for sharing their intellectual, career and professional experience not only with the teachers but also with the present students. The office bearers of GNCAF: Dr.S.V.Raghavan (Chairman), Lion. T.Murugesh Kumar (Vice Chairman), Mr.K.Balasubramanian (Co- Vice Chairman) Mr.K.Gopinath(Treasurer) Ms.V.Vasumathi(Advisor), Mr.Ranganathan Sampath (GeneralSecretary), Mr.K.S.Naveen Kumar (joint Secretary) and Dr.Purushothaman (Advisor).

The Following are the activities carried out with the help of Alumni.

- To educate the student community in social Responsibilities and impart the knowledge of various Social Services available so as to enable them to make use of the same. To provide career and vocational guidance to youth. Guidance to enhance the offer for professional and career development.
- The Concept of Old Students' Association: These associations often organize social events and raise funds, for the organization. Many provide a variety of benefits and services that help the Old Student Association maintain connections to their educational institutions and fellow graduates.
- The effort of the alumni committee of the college is to maintain a database of alumni, and enabling them to reconnect with their friends. To provide guest lectures and employment opportunities to the present students through alumni. To strengthen relations between the Institute and alumni by encouraging them to participate in various cultural and social activities.
- The Aims and Objects of the Trust is to support, assist and aid education, give financial assistance to needy, social activities in GNC with good reasons and considerations in order to serve the members of Alumni, student community, and general public as Guru Nanak College Alumni Foundation.
- Non-Financial Contribution in the last five years of the Institution very much appreciated the commitment of Alumni to reach out to the current students by providing Career Guidance for Higher studies and Job opportunities as well. Motivational Lectures, Cultural activities are the major thrust area of the Association. Apart from the above Alumni Contributes as member of BoS, IQAC and other administrative committees as per the requirement time to time.



File Description	Document
Link for additional information	View Document

5.4.2 Alumni financial contribution during the last five years (in INR).

Response: A. ? 15 Lakhs

File Description	Document
Any additional information	View Document
Link for additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Response:

Motto

Pro Bono Publico (“Sarbat da Bhalla”) which translates “For the Benefit of All”

Vision

To be a leading Institution of Excellence in Higher Education by providing quality education to the aspiring and the needy from the less privileged sections of the society

Mission:

- To create a vibrant academic atmosphere with a robust curriculum which focuses on teaching, learning, research and outreach programs
- To provide comprehensive education to gain competence and commitment to face challenges catering to the ever-changing global needs
- To stimulate intrinsic and extrinsic value-based pedagogy to foster innovation and outcome-based education
- To create a gender sensitized campus by empowering women in sharing knowledge and information
- To strengthen education leading to promotion of societal transformation
- To impart knowledge which is empowering, value based and holistic in nature
- To sensitize the students to environmental issues thus motivating them to be conscious of the environment

Nature of Governance

The institution under the proactive leadership of General Secretary and Correspondent, Advisor, Principal follows a democratic and participatory mode of governance from active participation from all stakeholder in its administration and smooth functioning. GNC focuses on sustainable development in academics, industrial development and social change to fulfill the needs of the students by providing well-established infrastructure & eminent personalities who can leads students towards technical & social excellence. The College Governing Council, College Committee and Finance Committee other bodies such as Academic Council, Staff Council, Teachers Association and students’ council also contribute towards the progression of the institution.

? The participatory management practice ensures active participation from all the stakeholders in decision making by being part of various committees such as Planning and Evaluation, Admission, Academic Calendar , IQAC, Sports, Library, Campus Maintenance, Canteen, Hostel, Students Welfare , Students Discipline, Grievance Redressal, Sexual Harassment, Attendance Monitoring, Scholarship

Monitoring.

? Freedom and autonomy are given not only to the faculty but also to the students and parents. Students are given freedom to express their opinions and suggestions towards the progress and prosperity of the institution. Apart from conducting Student Feedback Survey, Parent Feedback Surveys are also frequently conducted to know about the opinion of the parents and the suggestions offered by them are considered.

Case Study

The primary vision of our General Secretary and Correspondent, Mr. Manjit Singh Nayar is to provide equal opportunity to everyone and impart quality education to people from different social background to transform them as employable graduate. The introduction of GNC-IMS as a participatory management concept to act as a central repository and documentation center to cater the required information and data to every stakeholder of the institute to take quick and appropriate decisions. On the other hand, the knowledge domain is strengthened by CBCS autonomous curriculum and the implementation of the same with involvement of Academic Council, Schools and Faculties. The student progression is addressed through participation in extension activities through NSS, NCC and other clubs. The conducive environment with consensus orientation, accountability, transparency, responsiveness, effectiveness and efficiency, equity, inclusiveness ensures holistic education towards employable graduates.

File Description	Document
Link for additional information	View Document

6.1.2 The effective leadership is reflected in various institutional practices such as decentralization and participative management.

Response:

- The institute practices decentralization and excellent participative management. Though the General Secretary and Correspondent is the chairman of the Governing Body and the Principal is the ex-officio member, all the Deans, IQAC Coordinator, Vice Principal Shift II, University Academic Council Member and Controller of Examinations are all co-opted members by the Chairperson. Therefore it is evident that management is founded on democratic and participative principles. The policy formulation, budgeting, plans and strategies are evolved at these governing body meetings with the involvement of all concerned. As per the **Management by Exception (MBE)** principle full freedom is given to all administrators and heads of departments or activities in-charges, only exceptional matters demand the attention of the General Secretary and Principal. The exceptional activities like financial sanctions and appointments are taken care by Management while admissions, examinations, printing, organizing functions etc. are decentralized with the involvement of Heads of Departments and activities in-charge, under the guidance and supervision of the staff council of which the Principal is the chairman. Operational and academic freedom is given to authorities at various levels and they actively involve themselves in the successful and effective functioning of the Institution.
- The committees are as per the guidelines of UGC, affiliating university and other regulatory authorities.

- Staff members are free to meet the management to give their opinions and suggestions for the progress of the Institution. E- governance is implemented in all area of operations. The monitoring is done by IQAC.
- The college Librarian and Physical Director are given operational autonomy and function under the overall supervision of Library Committee and Sports Committee.
- The Physical Director is given autonomy to fill up the sports quota of admissions.
- Periodic meetings are held with the office bearers of the student council not only to know about the needs and requirements of the students, but also to sort out their grievances effectively.

Case study:

The top level management has decided for the complete automation of examination system. iBoss , a customised cloud based integrated ERP software was set up in 2015 to handle and manage the entire examination process of Guru Nanak College. The major initiative of the COE office is setting of Question Papers. It is completely paperless and done in cloud, where the external examiner uploads the Question Paper in the stipulated time frame. This enhances the credibility of the process when compared to the earlier process of getting question papers through email/post. The Office of the Controller of Examinations was completely empowered to handle the pandemic situation to conduct the online examinations using technology. G-Suit for academic version was used to conduct the online examinations efficiently. Time Table and hall tickets were sent to the students, Question papers were posted and Answer Scripts of the students were collected through online. Due to active participation of everyone as per timeline the result was published in 7 days.

File Description	Document
Link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

A 360-degree perspective plan is developed by an IQAC which considers important factors i.e. structure, mechanisms and stake holders within the system and their capacity to act, deploy the creativity, the collaboration between them, their expertise utilization, and the coherence of the action with other initiatives. The objective is to ensure the quality and imbibe the culture of excellence and focus on the time-bound goals set for academic, administrative, research and development activities. The entire process is based on participative approach wherein the faculty members, and other stakeholders are involved in the development of plans and its efficient execution. The deployment status is documented at IQAC. There is revision/ moderation of plan based on the revision of guidelines of regulatory authorities.

The perspective plan 2020-2030 encompasses eight thrust areas:

1. Academic Excellence – CBCS Autonomous curriculum with flexibility
2. Exploration of Knowledge through Research, Innovation, Incubation, Entrepreneurship meeting

- societal needs- Gill Research Institute, GNCR, GNCIIES,
3. Student capability enhancement- GNSDC
 4. Improve internal support systems- GNC-IMS
 5. Enhance alumni engagement across Globe
 6. Internationalization
 7. Environmental concern through sustainable green initiatives and quality assurance and quality enhancement
 8. Societal Sensitization- GNOI

Activity deployed based on the strategic plan-improve internal support systems

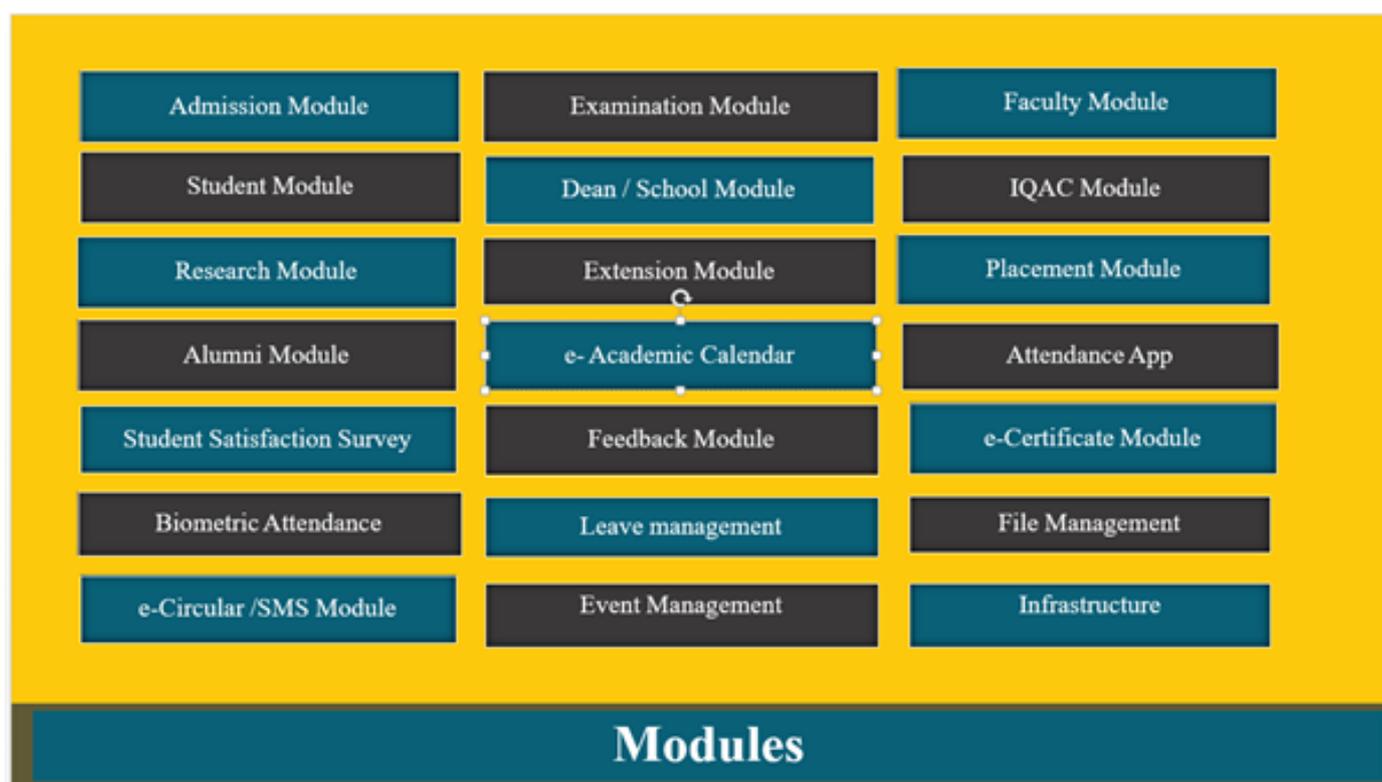
e-Governance - GNC-IMS (Integrated Management System)

As a part of e-governance initiative, GNC-IMS (Guru Nanak College - Integrated Management System) project was initiated to integrate all frameworks into a single system. The System acts as a Central Repository /Documentation Centre and supports the management in decision-making and helps the institute to adapt to the changing trends in technology in the field of education sector. The modules are designed by an in-house team in an intricate, dynamic and customizable format and ensure security features. The project has been implemented in the areas of Administration, Academics, Examination, Accounts, Finance, Research and Extension.



The various e-modules such as, Admission, Faculty, Student, Parent, Department, Examination, Research, Placement, Alumni, Event management, Attendance app, Biometric attendance for staff and research scholars, Extension, File management, e-circulars, e-academic calendar, Leave management and feedback system are commonly utilized by teachers and students of the college to adopt green and paperless practices. The project was successfully implemented in GNC to enhance the overall quality of the higher education sector. The project structure supports and simplifies the governance in planning, implementation and monitoring all aspects of the Higher education. This helps the educational institute to keep track of

their functioning and to compare their performance with other institutes, thereby enhancing the quality of education.



The main objective of the system is to make the campus a "Paperless Campus", to make the campus "One campus - One Database", to build an efficient e-governance in the areas of Academic, Administrative, Research and Extension through in-house developed modules, to help the management in decision-making towards quality enhancement of the institute and also to submit reports to various stakeholders with requisite supportive documents.

File Description	Document
Link for additional information	View Document

6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.

Response:

The organisation functions effectively and efficiently according to the procedural policies formulated by the management in discussion with the employees and the experts. The institution adopts decentralization and participative management in academics and administration.

In academics, the Principal is the head of the institution and the chairman of the IQAC. The staff council consisting of Vice Principal shift II, Vice Principal Student Affairs, Deans of different schools -

Humanities, Sciences, Languages, Management and Commerce, Deans of Centre for Excellence - Research, Skill development, Heads of various departments, Library and Physical Education furnishes partakes to the Principal on academic matters. To ensure quality in education to the students, Board of studies comprising stakeholder's i.e., Teachers, Alumni, Parents and Industry representatives partakes and provides inputs for the curriculum development and implementation.

The General Secretary & Correspondent and Principal of the college administers the institution. (The Principal is the Ex-officio member of the Governing body.) The Governing council of the college meets biannually and discusses the college affairs for its development. The staff council assists the Principal in internal administration of the College. The Principal in consultation with the staff council appoints various committee members and conveners for planning, implementation and review of decisions taken towards the academic and administrative development of the college. The institution has various committees with specific functions to facilitate participative management. The composition of the different committees is changed periodically in order to provide equal opportunities towards academic and professional development of all faculty members. The College has the following functional committees to discuss and address matters at regular intervals respective to their portfolio which enable to improve the organizational policy decisions.

- The Governing Body
- Finance Committee
- Staff Council
- IQAC Cell
- Planning and evaluation committee
- Admission committee
- Academic calendar committee
- Academic audit committee
- Sports committee
- Library committee
- Students welfare committee
- Students discipline committee
- Fine arts committee
- Grievance Redressal committee
- RTI
- ICC
- Anti - Sexual Harassment cell
- Anti - Ragging cell
- Attendance monitoring committee
- Scholarship monitoring committee
- Campus maintenance committee
- Canteen committee
- Hostel committee
- Research coordination committee
- Website management committee
- Students' Council.
- Placement
- Counselling cell

The faculty members are recruited as per the guidelines of UGC, Government of Tamil Nadu and

University of Madras. The faculty members of Self-financing stream are recruited based on the requirement at the beginning of the academic year. All the employees of the institution are governed by the rules and regulations of GNC. The code of conduct is formulated for the students of GNC for transforming them to be disciplined, ethical and humane in nature. Administrative functions related to Admission, signing of MOU, Consultancy mechanism, Research promotion, Infrastructural maintenance, Waste disposal and many others are implemented with respect to policies framed and administered by the management.

File Description	Document
Link to Organogram of the Institution webpage	View Document
Link for additional information	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
ERP (Enterprise Resource Planning) Document	View Document
Any additional information	View Document
Link for additional information	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff and avenues for career development/ progression

Response:

Employees are undeniably crucial stakeholders who influence organisational effectiveness by stabilizing the tremor caused by adaptive environment. The management of GNC implemented various monetary as well as non-monetary welfare measures for employees.

Monetary welfare schemes are

- Seed Money is provided for faculty to encourage research publications, PhD work and patents.

- Financial support for faculty and staff training, skill upgradation, attending conferences, workshops, FDPs, refresher and orientation courses.
- On teacher's day, gifts are provided to the teaching and non-teaching staff members.
- For every Pongal /Makara Shankaranthi/ Lohri cash incentives Rs. 1000/- is provided to all management staff members.
- Tuition fee concessions for students are provided to the wards of the staff members. Maternity benefit is provided for 3-6 months with salary.
- Nursing mothers are given the privilege of leaving early.
- Leave is granted to staff members on medical grounds.
- Financial assistance for staff/family members are provided by the management for medical emergencies.
- Group Insurance scheme is available for Students and Teachers.
- Annual increment for faculty and staff based on self-appraisal mechanism.
- Festival Advance/ loans are provided to the staff members on request.
- Guru Nanak College Staff Co-Operative Thrift & Credit Society Ltd helps the faculty members to avail loans with a nominal interest.

Apart from Monetary schemes various non-monetary welfare schemes are provided such as

- Programmes are organised for faculty and staff to rejuvenate themselves.
- Faculty can avail on duty leave for doctoral committee meeting, thesis submission and viva voce examination pertaining to M.Phil. and Ph.D.
- On duty leave is given for SWAYAM– NPTEL, NET, SET and professional examinations for faculty and staff.
- The Health Centre situated in Sahibzade block renders health services.
- Digital Faculty Development Programme for the teaching faculties to adapt new digital teaching methodologies.
- Separate recreation rooms for women staff members are provided with all necessary facilities.
- In commemoration of the 550th birth anniversary of Guru Nanak Devji, 300 Tulsi herbal plants were handed over to all the staff members at Teachers day celebration and a sponsored trip to Amritsar has been arranged for all teaching and non-teaching staff members
- A 40-member faculty team from our College visited the IIT-M Incubation Centre to understand the concept of Innovation & Start-ups.
- A psychological counsellor is appointed to facilitate the employees to get counselling and to relieve stress so that they can balance their personal and professional lives effectively.
- For the welfare of women employees and students, a Programme organised by the college along with the TN Police about KAVALAN SOS App for women safety.
- Health care facilities are also taken care of by appointing a doctor on campus.
- Retired staff members are felicitated and honored for their services to the institution.
- Gymnasium, yoga center and facilities for sports and games have been created for the physical and emotional well-being of faculty and staff.
- Individual faculty and staff cabins are provided with separate desktops and Wi-Fi connectivity.
- The institution extends guest house facilities for the use of faculty and staff.
- A lounge is created for staff and guests.

File Description	Document
Link for additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

Response: 66.22

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
277	278	164	168	4

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for additional information	View Document

6.3.3 Average number of professional development / administrative training Programmes organized by the institution for teaching and non-teaching staff during the last five years.

Response: 13.4

6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
33	13	7	8	6

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for additional information	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development

Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 51.92

6.3.4.1 Total number of teachers attending professional development Programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
267	268	81	61	26

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The college conducts regular internal and external financial audits. The Internal audit is conducted yearly and once in three months' reports submitted by the Internal Auditors. The Annual Statutory Audit is conducted and the report is submitted to the Society.

Internal Audit

The Internal audit conducted by a Chartered Accountant by Guru Nanak Educational Society (GNES) under which the college functions. The Internal auditor verifies all the bills, payments, receipts, journals, vouchers of the transactions, cash books, ledger account reviews that are carried out in every three months and submits report.

The internal auditor follows compliance audit procedure to ensure the reliability of the efficacy of the internal control system to check various assertions of financial data reflected in income and expenditure account and balance sheet. Substantive procedure is adopted to check the correctness, completeness and validity of the data. Various points are checked in connection with vouching, verification and valuation of assets and liabilities. Based on the audit, the report is prepared and submitted to the General Secretary and Correspondent for review.

External Audit The external audit is conducted by a Chartered Accountant Firm and appointed by the GNES. They perform Annual Statutory Audit of the financial statements of the college. The financial

records are audited at the end of each financial year and the audited statements of income and expenditure, balance sheets are certified. The auditor verifies if the items of revenue, expenditure and items of assets and liabilities get reflected in income and expenditure account and balance sheet as per the requirements. The audit ensures that the financial statements reflect true and fair view of the institutional results and financial status pertaining to the period under audit.

Audits of Grants / Scholarship / Hostels

Grants received from various bodies like UGC, DST etc. are audited as per the government norms and utilization certificates are submitted for the grants received.. The scholarship for the SC/ST students are accounted and audited.

Mechanism for Settling Audit Objections

The Finance Committee settles the audit objections/ queries / issues as and when it arises. If there is any clarification, the Finance Officer of the college attends to it immediately. The required documents or bills are produced for verification. There were no audit issues in the audits reports of the last five years.

File Description	Document
Link for additional information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropists during the last five years (not covered in Criterion III and V) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document
Link for additional information	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The resource mobilization policy provides guidelines to diversify and expand the institution's resource base to achieve the strategic plans, goals and overall growth of the institution. The policy helps in identifying and analyzing the resources available for efficient budget allocation. The policy helps to acquire the needed resources in a timely and cost-effective manner.

Procedures of the Institution

The Finance & Accounts department prepares an annual budget estimate in consultation with all the Schools of Excellences, Center of Excellences, various units and then prepares the master budget. It is submitted by the Principal to seek approval from the Governing Body.

The Governing Body

- Formulate the strategic plan for the expenditure to be met.
- Approve the budget proposal and overall requirement of expenses
- Priority for dispensation of funds is discussed.
- Sanction funds based on the resource requirements

Resource Mobilization The maximum resource mobilization is through tuition fee, Management support and miscellaneous income. The other resources are ;

- Funds and grants from various governmental / non governmental bodies. Scholarship for the students from the Government, the management and individuals.
- Miscellaneous income like rent etc
- Consultancy.

Funds generated from the above are principally used for the development and maintenance of the college.

Utilization

Adequate funds are allocated to introduce innovative teaching learning practices Based on the budget requirements, funds are allocated and utilized by the clubs, NSS and NCC to conduct activities. Funds are allocated to the associations and departments to conduct seminars, FDPs, workshops and conferences. Staff salary Examination Charges Staff and student welfare expenses Maintenance of the building and infrastructure. Procurement of lab consumables, LCD projectors, Laptops etc. Awards for students and staff members Establishing a green campus Seed money to conduct research activities

Funds from the Government and Non-Government sponsoring agencies are optimally utilized for the conduct of seminars and workshops The funds mobilized are utilized according to the provisions of management and other funding agencies. After utilization, a Certificate of utilization is obtained from a Chartered Accountant and submitted to the funding organizations. The additional expense expenses for conducting the activities are borne by GNES.

File Description	Document
Link for additional information	View Document

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes visible in terms of – Incremental improvements made for the preceding five years with regard to quality (in case of first cycle) Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives (second and subsequent cycles)

Response:

The College has established a dynamic Internal Quality Assurance Cell (IQAC) as per NAAC and UGC guidelines. The IQAC functions with the Principal as the Chairperson, ably supported by the Coordinator and representatives from the management, teaching faculty, administrative staff, alumni and students. The IQAC plans, implements and ensures that quality assurance is upheld in the institution, adhering to the strategies of the college management for quality enhancement.

Incremental improvements

- IQAC suggested the formation of a well-equipped Integrated Management System (IMS) for e-governance and management decision making.
- Mobile phone attendance was introduced as a paperless environment-friendly approach.
- An online admission system was introduced to bring transparency to the admission process.
- Academia-industry connections were developed by signing MoUs with various bodies and agencies.
- Feedback responses from various stakeholders are collected and analyzed for qualitative enhancements to the system.
- ISO certifications, NIRF and other ranking frameworks.

PRACTICE 1

GREEN CAMPUS

The *Go Green* campaign is practised in the College in all its functioning to inculcate comprehensive environmental awareness and an ecological culture in students' minds. A green area called 'The Banyan Enclave' is maintained on the college campus. Two lawns are developed to boost these green practices. Around 150 varieties of trees and plants on the campus have name boards displaying their botanical names and identifiable local names for the benefit of all. College clubs and committees associated with protecting greenery in the college environment have been formed. The College Newsletter "Campus Samachar" is sent via e-circulation to avoid using enormous paper prints.

PRACTICE 2

ESTABLISHMENT OF SCHOOLS & CENTRES OF EXCELLENCE

SCHOOLS OF EXCELLENCE

Guru Nanak College introduced the School System to develop an academic curriculum and foster

interdisciplinary studies. Six Schools were established, namely the School of Languages, School of Sciences, School of Humanities, School of Commerce, School of Management and the School of Information Technology. All the Schools aim to provide students with authentic learning methods and make them industry-ready by honing their subject knowledge and critical thinking skills.

CENTRES OF EXCELLENCE

Four Centres of excellence were started to achieve academic excellence.

1. Guru Nanak Centre for Research was started to promote research. Seed money grants are provided to staff and students to encourage research for developing new products and acquiring patents.
2. Guru Nanak Centre for Skill Development was initiated to tie up with reputed professional institutions and accreditation bodies for upskilling students.
3. Guru Nanak Centre for Incubation, Innovation, Entrepreneurship and Startups was established to promote innovation and entrepreneurship spirit amidst the student fraternity and scholars.
4. Guru Nanak Media Center (GNMC) was started to capture the memorable moments of the institution. GNMC brings out the newsletter "GNC Campus Samachar" tabulating in-house events and activities.

File Description	Document
Link for additional information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The College reviews teaching-learning processes, structures, operational methodologies and learning outcomes at periodic intervals to maintain quality standards. The IQAC team helps maintain the Institution's quality standards by conducting audits. The purpose of these audits is to encourage Programs, Schools and the Institution in reviewing quality processes and standards. The audit report suggests actions to improve the system's quality, including curricular, co-curricular programmes and support services.

Enrichment of Teaching-Learning Process

- IQAC has conducted many professional skill development programmes to enhance teacher effectiveness and efficiency.
- The ICT-enabled teaching method introduces a blended approach in teaching-learning exercises. IQAC works with the Library to make relevant e-resources available on the institutional website for all programmes.
- A student-centric teaching-learning process has been made mandatory. The audio-visual approach

is followed as an effective teaching methodology that helps teachers handle online classes and digital platforms.

- IQAC has conducted orientation programmes and workshops for staff on PO-CO Outcomes and the NAAC accreditation process to achieve excellence in the academic teaching-learning process.

Two practices adopted for quality enhancement in teaching-learning are as follows:

PRACTICE 1

1. TEACHING AND LEARNING AUDIT

The IQAC regularly works on improving the functioning of departments by conducting an audit of the Teaching-Learning process every year with the support of the respective School Deans. Explicit school-wise recommendations for improvement are set and communicated with accompanying timelines.

The audit involves a systematic check of various parameters to identify gaps in the teaching and student learning process. It aims to determine whether effective teaching practices are implemented, driven an by internal control check of policies and practices for achievement of student learning outcomes.

Steps are taken for further improvement based on the suggestions recommended by the experts.

- The audit process helps determine whether a strong alignment exists amongst the overall lesson and curriculum delivery plan, classroom teaching, and the class assessment activities. The process is as follows:
 -
 - Course files of each Programme are checked to ensure that the teaching materials and resources are updated and made innovative to achieve the desired learning outcomes
 - The lesson plan prepared by the respective subject teachers is checked for both semesters.
 - A time table audit is done to ensure that the Core, Allied and Elective classes have a fair share of hour allotment in the schedule as per the curriculum.
 - Internal Assessment test marks and activity files are checked
 - The handling slow learners and coping mechanisms are checked
 - Remedial classes conducted for weak students are examined
 - Course coverage and completion status is checked from time to time to ensure that plans go as scheduled
 - Result analysis is examined to identify the pass percentage and subject toppers of each Programme which stands as testimony to the attainment of learning outcomes
 - Feedback from stakeholders is checked to ensure that every department prepares the action taken report to fill the gaps between expectation and reality

An external audit follows this internal audit to bring transparency and objectivity to the process. The external audit is conducted annually by the IQAC with the help of Dean -Academics. A senior peer team from external institutions audits academic records and prepares an executive summary highlighting the strengths and areas of improvement for all academic programmes.

PRACTICE 2

2) OUTCOME-BASED EDUCATION

Upon gaining Autonomy, the college had initiated the adoption of Outcome-Based Education to assess learning outcomes.

The Summative Assessment approach has been adopted wherein students are given a standardized test-cum-examination with marks allotted for the internal test or CIA-1 (10% weightage) after the completion of 45 working days, the model exam (10% weightage) after the completion of 85 working days, the final end semester examination or ESE (50% weightage), class activities (15% weightage), assignments (10% weightage) and attendance (5% weightage). Every department reviews the learning outcomes based on students' performance in these, and in various intercollegiate & inter-departmental competitions.

The passing board reviews the outcome based on students' performance in the End Semester Exams.

The COs (Course Outcomes) are mapped with POs (Program Outcomes) based on Bloom's taxonomy. The CO - PO matrix helps analyze batch-wise attainment of course objectives for a particular program. Based on these inputs and course outcome attainment, every Department prepares an Action Taken report, syllabus revision, smart teaching, online classes, personal attention & assistance, academic counselling, special coaching like remedial classes, classes for slow learners and mentoring methods are adopted to achieve the optimal learning outcomes.

Numerous student-centred teaching and assessment techniques like the conduct of role plays, case study discussions, project report preparation and business plan competitions are put into practice in the college.

Evaluation Method to assess the level of attainment

The syllabus of every course of study has mandatory five units representing at least five course outcomes. The data used for evaluating CO attainment is obtained from the marks scored by students in these assessments. A threshold slab of 75-100% indicates attainment level 5 (Higher), 60-74% indicates attainment level 4 (High), 50-59% indicates attainment level 3 (Moderate), 40-49% indicates attainment level 2 (Low) and the score of 1-39% indicates attainment level 1 (Lower).

The outcome of this analysis has been used to improve teaching and learning methodologies in the respective courses and evaluate the attainment of Program Outcomes (PO).

The curriculum has been reviewed and revised in the respective programs, as deemed necessary and fit, based on the findings of Outcome-Based Education right from the academic year 2016-2017 to the present year.

File Description	Document
Link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2. Collaborative quality initiatives with other institution(s)**

3.Participation in NIRF**4.Any other quality audit recognized by state, national or international agencies (ISO Certification)****Response:** All of the above

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Paste web link of Annual reports of Institution	View Document
Link for additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

Our Institution aims at providing education that serves the needs of the various sections of society emphasizing on gender equality. Students of both the genders are given equal opportunities during their tenure in College to grow and develop as responsible citizens of India. The Institution makes conscious efforts in maintaining gender balance among the faculty members and non-teaching staff which is evident from the fact of women outnumbering men in teaching, non-teaching and administrative streams. Women Students' Forum "Guru Shakthi"(WSF) organized various women centric programmes focusing on Yoga, aerobics, handicrafts, Origami, make-up, cookery talent, musical treat, self-confidence for women in India and abroad. FOGSI International Youth day was celebrated on the topic "Adolescent health education, adolescent health disorders and problems in adolescence. Every year we celebrate International Women's Day on March 8 during which inspiring women personalities from various disciplines share their real life experiences and achievements which motivate the girl students to overcome the hardships in their life and identify their innate potential to fulfill their dreams.

Girl students get equal opportunities in sports events too which is evident from the Women's cricket tournament organised as a part of the Pavit Singh Nayar memorial T20 National cricket tournament every year by the college.

1. Safety and Security:

Safety and Security is the major concern of our institution. Our campus is well lit and secured by the compound walls and is guarded by trained Home Guards (both men and women) for women safety. Fire extinguishers are installed at various floors and laboratories in all the blocks. Our Institution has 201 Closed Circuit TVs (CCTV) installed at various places and is continuously monitored by the Chief Administrative officer. A complaint box is kept in front of the Principal's room to ensure the students' grievances (if any) dropped in the suggestion/drop box are resolved at the earliest.

Mrs.C.Maheswari , I.P.S and Mr.Pakalavan, I.P.S. inaugurated the **KAVALAN APP** in association with **Greater Chennai Corporation in the college** and highlighted the benefits of the App. The Internal Complaint Committee, Anti- ragging committee and Grievance Redresal committee are functioning to resolve the issues if any raised.

2. Counselling:

Dr. Nafeesa Jeddy, student counsellor has been appointed to help the students requiring psychological attention in specific and normal teenage related issues on a regular basis. Students(specifically girls) fix up appointments with the counsellor in case of need and seek timely advice to handle personal issues in a better way. Apart from the counselling provided by the student counsellor, all the faculty members mentor

the students on a regular basis regarding all round development . The team of MSW program under the guidance of the Dr. K. Shanthi also provides counselling to the students.

3. Common Room:

The Institution has a Common Room for girls separately. There is a common room for women faculty members with furniture, TV, screen, table with chairs to relax and refresh.

File Description	Document
Specific facilities provided for women in terms of: a.Safety and security b.Counselling c.Common Rooms d. Day care center for young children e. Any other relevant information	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
- 5.Use of LED bulbs/ power efficient equipment

Response: A. 4 or All of the above

File Description	Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

SOLID WASTE MANAGEMENT

Dustbins are kept in all the blocks of the campus for the collection of biodegradable and non-biodegradable waste. An exclusive house-keeping team maintains and disposes off the waste every day properly. Solid

waste is collected from all the blocks everyday by house-keeping staff and assembled at the solid waste storage. Leaf litters from the trees are collected every day in a compost pit and convert them into organic manure for garden plants. Major biodegradable wastes from the college canteen and Langar- free meal kitchen include food wastes, which are sent to a Bio-gas plant. Bio-gas generated is used in the Canteen kitchen. The slurry is sent to vermi compost pit.

Plastic waste and glass waste (broken glass wares) collected from various science department laboratories are disposed of in a proper manner. The maintenance team takes much care in collecting the broken, non-usable furniture and repairing them for reuse. Otherwise, it is disposed of systematically. The wooden furniture of the old Blocks were replaced by new ones in 2019. The used furniture was upcycled by donating it to the needy Schools in the vicinity.

The campus is smoke free. Waste papers are disposed of to the wealth out of the waste unit. In turn, they recycle the waste paper through waste recycling.

LIQUID WASTE MANAGEMENT

Waste water from RO is stored in a separate tank and connected to the canteen for washing and cleaning and diverted to rest rooms for reuse. Water saving push taps are fitted in the drinking water zone and in the rest rooms to avoid water wastage. Waste water from the canteen, laboratories etc., is let out as effluent into a proper drainage. Sprinklers are installed in GNC campus to maximize water saving. Liquid wastes from the toilets have been properly disposed of with appropriate avenues in collaboration with Chennai Corporation.

BIO-MEDICAL WASTE MANAGEMENT: Used Sanitary napkins are disposed of by incinerators installed in the ladies' toilets.

E-WASTE MANAGEMENT: E waste Awareness and its Sustainable Management is explained to the students on a regular basis. Webinars are also conducted on this topic. One of the webinars, "Sustainable E waste Management - A tool for Environmental Protection" is available to the students in our You-tube channel. Students are directed to manage the e-waste properly. Computers, Printers and Photocopying machines are very essential for administrative and research work. E-waste is unavoidable in any institution.. E-waste such as computers and its peripherals are upgraded regularly to continue usage and to avoid its wastage. E-wastes such as electronic components (plastic/metallic) are handed over to agencies which help recycle these materials.. Printer cartridges are generally refilled and reused.

WASTE RECYCLING SYSTEM: STP is installed in order to treat the solid and liquid wastes. It has been installed as non-electric bio sewage Plant through Bacterial decomposition as per BOD concept. Steel Plates and Tumblers are used by replacing plastics in the Canteen. Organic manures collected from Vermi composting is used for gardening.

HAZARDOUS CHEMICALS AND RADIOACTIVE WASTE MANAGEMENT- NA

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting

2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: A. Any 4 or all of the above

File Description	Document
Any other relevant information	View Document
Link for any additional information	View Document

7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

Response: A. Any 4 or All of the above

File Description	Document
Any other relevant documents	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

Response: A. Any 4 or all of the above

File Description	Document
Certification by the auditing agency	View Document
Certificates of the awards received	View Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.

2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: A. Any 4 or all of the above

File Description	Document
Any other relevant information	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

An **inclusive** climate in an educational institution gives the opportunity to all the students to feel supported intellectually and academically, and are extended a sense of belongingness in the classroom regardless of identity, learning preferences and education.

CULTURAL DIVERSITY-

Festivals of national importance such as Republic day and Independence Day are celebrated with respect and decorum to create a sense of unity among the students. The college has organized a variety of events that impart patriotism among students and staff as well. The teachers and students come in traditional ethnic wear and represent their culture.

Samathuva Pongal is prepared by students and teachers are part of it. Ethnic day is celebrated every year where the students are encouraged to wear their traditional dresses in order to show the communal diversity. The Gurudwara in the campus stands as the testimony for cultural diversity.

REGIONAL DIVERSITY

The institution organized Hindu spiritual fair on campus in the year 2019 and 2020 which had more than 2 lakh footfalls. The Hindu Spiritual and Service Fair, 2019 was the first fair organized at the college campus with an aim to showcase the services done by the society. The motive of the fair was to make the people learn about the history and culture of the past and present-day scenario.

LINGUISTIC DIVERSITY-

English is the medium of instruction at GNC. We admit students from the vernacular medium and train them to become at par with English medium students. The English Literary Association and writers' club regularly conduct events to bring out the hidden potential of the students.

The Hindi department regularly organizes "PARICHAY", a one-week certificate course for the non-hindi

speaking students. Non-major elective - Basic Hindi has been introduced from the year 2017 and the students are getting benefited with enhanced communication skills. The non-tamil students are trained with basic tamil and advanced tamil in lieu of NME.

COMMUNAL DIVERSITY

Guru Nanak College is the part of “Ek Bharat Shreshtha Bharat” where we are connecting our State (Tamil Nadu) with Jammu and Kashmir. Every year, the college organizes GURUSHIKSHA competition in a grand manner to impart the leanings of Sikh gurus’ principles. Women Students Forum is active backbone for the girl students to show their talents and learn new skills in art and craft that will nourish their employability in future. Sports tournaments are conducted for girls such as Cricket, badminton, volleyball, etc. to bring the sportsmanship in them.

SOCIO-ECONOMIC DIVERSITY-

The college strongly supports the students from the lower- economic background and caters to their basic needs via regular scholarships from SC/ST scheme, Maharani Vidyavati Scholarship, Laxmi charities etc. Langar, community kitchen of a Gurudwara in Sikhism, serves meals to all free of charge, regardless of religion, caste, gender, economic status is distributed daily to students to ensure not to miss their breakfast or lunch. Equality and Equanimity is ensured in the process of providing Langar. Skill Development Centre is offering skill development courses to improve their skills and make them market ready.

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Values:

- India, being the biggest Democratic country in the world, exhibits individuals with multiple traits on cultural, social, economic, linguistic and ethnic diversities governed by the Constitution of India. The core values and functioning of the Guru Nanak College (GNC) are guided by the motto, “**Pro bono publico**” – **For the benefit of all**. GNC believes in holistic development of the institution through various initiatives to sensitize students and employees to the constitutional obligations with respect to values, rights, duties and responsibilities of the citizen.
- Besides providing strong academic knowledge, the college curriculum is framed with compulsory courses on, Constitution of India, Environmental studies, Personality Enrichment, Professional Ethics and Human values that will enable the students to become responsible citizens of India.

Environmental Values

- Enviro – Club, Herbal garden in the campus, **Replantation of Trees** are in practice to preserve the greenery of the campus for sustainable development.
- Coastal Cleaning up Program – Marina Beach, Velachery lake cleaning, Cleaning of schools and temples in villages are done by students as Swachh Barath initiatives.

Women specific Safety values

- **“Kaavalan”**-SOS APP offered by the Police Department is available with all the girl students of our campus to provide safety precautionary measures.
- **Rally on Protection against Child Abuse and Gender Issues** are organised on regular basis to enable the students a sense of moral responsibility towards the welfare of the society.
- Awareness camp on **Women Employability – Scale up Business** was organized to empower women community

Social Values

- **Swabodhini School for Special Children:** School for special children and vocational centre in Guru Nanak College is functioning on campus for imparting education for students with special needs.
- Every year Gandhi Jayanthi, Youth Renaissance Day, Bharathiyar Day, Swami Vivekananda’s Birthday, Guru Nanak Devji’s Birthday are celebrated to inculcate the values and principles of great leaders among the students.
- **Ambedkar Jayanthi**, is conducted to signify the constitutional framework and to create awareness about the rights, responsibilities and duties of the citizens
- Mandatory courses on Human values and Rights are imparted through a value **education** programme which is a part of curriculum and Soft skills courses on developing Individual personality, Professional Ethics are in practice.
- NSS and NCC Unit conducts exclusive events on Independence day, Republic day, Voters awareness, Road safety measures, Awareness on World Aids Day, Blood donation camps on a regular basis.
- GuruNanak College exists for the transmission of knowledge, the pursuit of truth, the development of students, and to contribute to the community which it serves. Students are encouraged to develop the skills for critical judgment and a life-long search for truth.
- GNC provides an atmosphere conducive to learning where faculty instruction and student learning occur without external pressure, interference or disturbance.
- The Student Code of Conduct is updated by the committee in consensus with the Head of the Institution. The college conducts various activities for sensitisation, Orientation for the freshers and also need based programs are conducted for other students.

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

Response: A. All of the above

File Description	Document
Any other relevant information	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

- Celebration of important events, Commemorative days and festivals promote moral values in the minds of students and helps in spreading communal harmony to attain the welfare of the society. Guru Nanak (GNC) College celebrates various festivals such as National and International religious and commemorative days to educate the general public on issues of concern, to identify resources to address the global issues and to celebrate, reinforce the achievements of humanity.
- The various activities initiated by GNC is to instill a sense of belongingness and significance to our lives, respecting the values of fond memories.
- Guru Shiksha – inter collegiate and inter school competitions are held every year on Sikh Gurus' teachings. Two days National level seminar on Guru Nanak Dev Ji's teachings is conducted on account of 550th Birth Anniversary of Guru Nanak Devji.
- A Pilgrimage has been arranged for all teaching and non-teaching staff members to Amritsar.
- IMCTF (Initiative for Moral Training Foundation) conducted Hindu Spiritual and Service Fair at GNC to link the various Indian traditions on medicines, values, faith and also to provide details of various religious heads. The fair demonstrated the historical strength of Indians.
- Every year, "Samathuva Pongal" is arranged to instill the traditional values and equality among the students.
- Independence Day, Republic day, Teachers' day are celebrated through NSS, NCC and Students Council forum to inculcate patriotism among students. International Women's day is celebrated in a grand manner and it is the special icon of GNC to empower women.
- "Griffin" – Intercollegiate cultural fest is conducted in the first week of February every year to exhibit the potential talent of each student in fine arts, martial arts and performing arts.
- International Yoga Day is celebrated every year and students are involved in Yoga and meditation as a part of FIT India Movement.
- State Level Observance of International Day against Drug Abuse and illicit Trafficking", International Youth Interface and State level observance of International Literacy day were organised by the NSS wing.

7.2 Best Practices

7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Response:

Best Practice 1

1. Title of the Practice: GURU NANAK MISSION FOR UPSKILLING EMPLOYABILITY,

ENTREPRENEURSHIP AND SELF EMPLOYMENT.**2. Objectives of the Practice: “Light a candle instead of cursing the Darkness”**

Skills and knowledge development are the driving forces behind the financial growth and community development of our country. Skill building is a powerful tool to empower individuals and improve their social acceptance. It must be complemented by economic growth and employment opportunities to meet the rising aspirations of young graduates. India can then become the global sourcing hub for skilled employees. Skill development is a vital tool to empower the youth of the nation, to safeguard their future and the country and it is an important factor for the overall development of an individual. In today’s global economy every employer wants their employee to commence their work from the day of the joining. Skills are as essential as one’s academic status. Education and skills should now go hand in hand.

To meet the objective, the Guru Nanak Centre for Skill Development(GNCSD) was launched in 2019 to mark the 550th Birth Anniversary of Guru Nanak Devji. This is an Initiative of the Guru Nanak Educational Society(GNES) to improve the placement and self-employability skills for the youth of the college.

3. The Context: “Give a Man a Fish, and You Feed Him for a Day. Teach a Man to Fish, and You Feed Him for a Lifetime”

The success of any educational institution is measured not only by the level and quantum of knowledge disseminated to students through its competent faculty, but also the number of such students who secure employment, which will serve their livelihood. This practice has been designed to create an end-to-end implementation framework for skill development that provides opportunities for life-long learning. It aims to collaborate with corporate to understand the need of the industry and implement them in the college curriculum that can provide opportunities for quality training. This practice is rapidly scaling up skill development efforts during their study at the college by creating an end-to-end, outcome-focused implementation framework, which aligns demands of the employers for a well-trained skilled workforce with an aspiration for sustainable livelihoods.

4. The Practice: GNCSD is operated as a separate entity of the GNES and It is headed by the Dean with 4 coordinators for the smooth functioning.

GNCSD has collaborated with Europe India Foundation of Excellence (EIFE), KVIC, MSME, Palo Alto Networks Inc. (Netherlands), Rajiv Gandhi National Institute for Youth Development, ICT Academy, Amazon, Cisco for imparting skill training to students in areas such as Software Technologies, Lab Technician course, Advanced Tally with GST, Cyber Security, Agriculture and food processing, Tailoring, Simple Chemicals, Apiculture, Bakery, Fruit & Vegetable Canning, Cell Phone Servicing, Laptop Servicing etc. Such courses will be extended to school dropouts and other outsiders as well, as an initiative of the institution under its Institutional Social Responsibility Programme. The Membership with Amazon, Cisco and Oracle India, facilitate the students to use software’s in the cloud platform. After the completion of the courses the students will get international/ national certification from the above said companies/ organizations. GNCSD has initiated free Entrepreneur Development training for Female and SC/ST students from commerce background through MSME Technology Development center (PPDC)–Process Product and Development center. KVIC has given free entrepreneurship program for 1800 students. The Centre has initiated the training through CSS Corp on Networking Technologies and Soft skill. This training-cum-placement programme was provided for the final year MCA students of the college. The

college is working closely with Directorate of Incubation and Vocational Training in Aquaculture to establish an incubation centre and provide training in the areas of Aquaculture for students of Guru Nanak College. Also, the trained students are provided with placement Assistance.

Apart from the above GNC has been established as SWAYAM - NPTEL Local Chapter. This has helped the college to adopt MOOC integration to our autonomous curriculum.

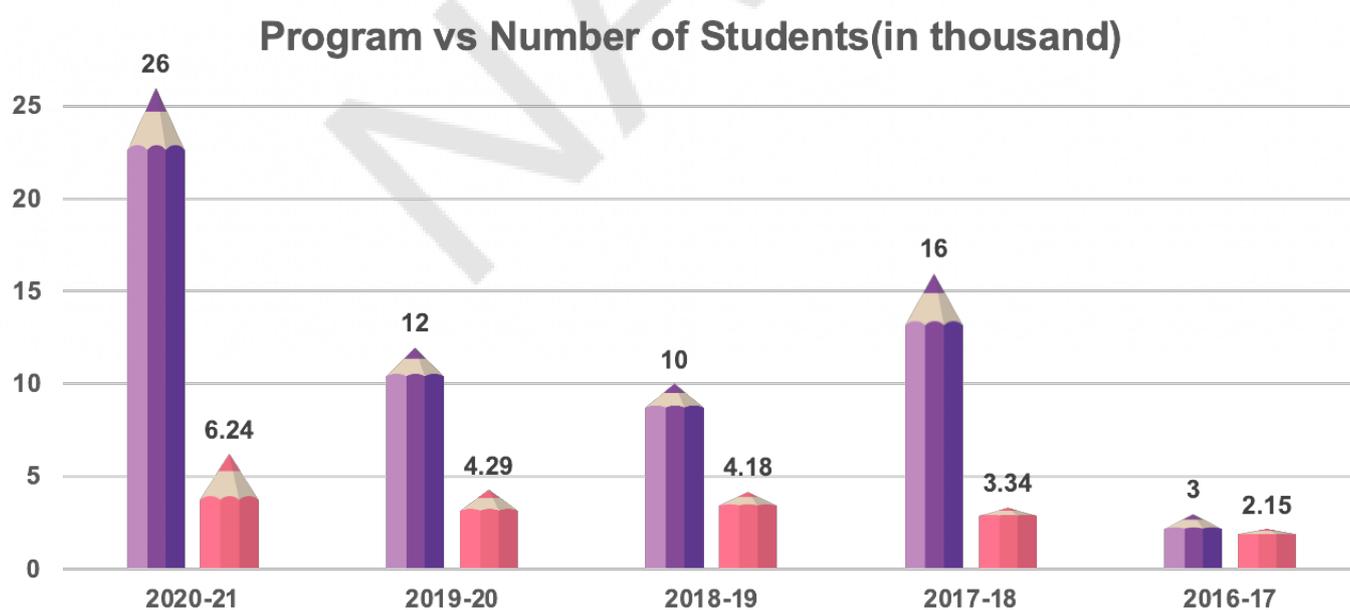
The Center has initiated the training through CSS Corp on Networking Technologies and Soft skill.

NSIC (National Small Industries corporation) free certification programs on Android App Development, Networking, Software Engineering programs.

Honeywell as the CSR project is training 100 students in salesforce and all students will get the international certification.

5. Evidence of Success

During the Pandemic students were trained on preparation of sanitizers and handmade soaps as per WHO norms, by the in-house Bio-technology department. Also, these products were useful to the society besides meeting the college requirements. During the academic year 2020-21, the entire college students got the benefit of acquiring and developing their skills through the courses. They have been given the National and International Certification Programme.



6. Notes (Optional):

The Centre has signed the Data Privacy Agreement with Infosys. Infosys Digital Literacy Mission Team had a fruitful discussion with our General Secretary and Correspondent Mr. Manjit Singh Nayar, Advisor, Dr. Marlene Morais, Principal Dr. M.G.Ragunathan, Deans and Heads of the department of the college on the 30th of September 2021. Ms. Gita Jayanth, Mr. Kiran of Infosys addressed the gathering and explained how Springboard contents can be accessed by the staffs and students of the college. Also, the college can prepare exclusive courses for the faculties and students and can publish them in the Springboard.

Honeywell CSR – Youth Empowerment program :The “Youth Empowerment” program conducted on 5th October 2021 is a CSR initiative by Honeywell ably implemented by ICT Academy under the banner “Centre of Excellence for Youth Empowerment”. This CSR activity will facilitate 100 students to get trained on Salesforce (Developer) and on successful completion of the course the students will get an International Certification.

Future Collaborations : Guru Nanak College will be collaborating with Tamilnadu Skill Development Corporation (TNSDC) and the inspection for the Food processing sector skill council was completed in the month of January 2021. The center has signed the Service Level Agreement (SLA) with Agriculture Skill Council of India to help our students and other college students to participate in the world skill competition that is schedule on 2024.

BEST PRACTICE -2

TITLE: GNC INITIATIVES FOR GREEN CAMPUS AND ENVIRONMENTAL SUSTAINABILITY

OBJECTIVES: As young citizens and future decision makers, the students have to be instilled with a sense of commitment and responsibility to protect the environment. A unified approach to the protection of the environment which emphasizes the symbiotic relationship between the natural environment and the human community will benefit student consciousness and future welfare of the greater population. Voluntary participation in activities that enable them to nurture environmental consciousness will have a significant effect upon sustainable environment. With this in mind, EVS- Environmental Science, a compulsory paper is included in the curriculum of all Under Graduate Programmes of GNC. This academic inertia will help the students to create an awareness of the Environment and also kindle an attitude to nurture the Nature. In a campus sprawling across 21 acres, the need to preserve the fauna and flora, conservation of water, energy, soil etc. will guarantee the foundation for a sustainable environment.

THE CONTEXT:

Good Environmental Practices are defined as those actions that seek to reduce the negative environmental impact caused by activities and processes through changes and improvements in the organisation and development of actions. The usefulness of the Good Practices is well proven and lies in its low cost and simplicity of implementation, as well as the fast results obtained.

Prevention is better than cure, is an old saying which is very apt in the context of environment and education, environment and disasters and sustainable development.

Awareness and education is an important tool in creating this culture of prevention and preparedness. Global changes in terms of green house warming, depletion of the ozone layer and radioactive fall out drew our attention to the environment. ‘Sustainable development is development that meets the needs of the present without compromising the ability of future generations to meet their own needs’. In this context, Environment Education is a learning process that increases people’s knowledge and awareness about the environment and associated challenges.

THE PRACTICE:

1. **Tree Census** – Tree census is a means of periodical assessment of number of tree species present in

our campus annually. Census is a systematic, periodic and objective review by regulated entities of facility operations and practices related to meeting environmental requirements. We assessed the total current species richness in the campus and compared it with past flora auditing results. Also, a detailed unified inventory of all the vascular plants that are recorded till date in the campus is provided with notes about historical status, rarity and ecological remarks.

2. **Naming of the Trees** – The objectives of this Arboreal of GNC an Eye Opener to Epithets of Trees is to explore the plant species of Guru Nanak College Campus. We conducted green audit and field survey to assess the plant species. The whole campus was visited many times for the collection of plants and the collected plants information's were documented in the form of botanical name and family. The 150 name boards were made ready and fixed.
3. **Geo Tags of GNC App** – The app developed by Plant Biology and Plant Biotechnology Department in the name of Google Android GeoTags of GNC Flora, useful to provide a detailed information about GNC flora, location, number of species present in our campus. This work aimed at the complete study and analysis of the flora of the GNC campus. The collected data of all the plant species are geotagged with latitude and longitude using an app called as OSM tool.

Link to My Map: <https://sites.google.com/gurunanakcollege.edu.in/e-flora-gnc-pbpbt/home>

Geo Tags of Guru Nanak College Flora: <https://play.google.com/store/apps/details?id=net.osmand>

- 1.- Learning objectives: To produce Organic compost using leaf litter of GNC campus, the Department of Plant biology and Plant biotechnology and Enviro club are maintaining the Vermi-compost unit, laid out by the Guru Nanak College Management from 14.12.2021 to till date. The Collected litter from the GNC Campus are dumped into the Vermi-compost unit and watered periodically. Aeration were check once a week by digging the unit completely. Once the compost is ready, it will be used to fertilize the flora of GNC. Thus the compost helps in improving the soil fertility and make the plant grow better.
2. **Seed Ball Preparation** - Adding a touch of innovation into environmentalism, a group of 'green soldiers' have taken up an awareness campaign with the unique idea of preparing seed balls. As many as 15733 seed balls were readied on the grounds of Guru Nanak College Campus on 21.09.2019 by students for scattering in the countryside as part of their extension activity. Seed balls, also known as 'earth balls', consist of a variety of different seeds rolled within a ball of clay with compost and soil. "The seed balls are an ancient technique for propagating plants from seeds without opening up soil with cultivation tools such as a plough. This technique is used to introduce vegetation to the land by throwing or dropping seed balls by aerial reforestation.
3. **Organic Farming and Vermicompost Workshop** - One-day workshop cum hands on training was conducted in two sessions one with Entrepreneurial prospects the other involving the participant's exposure to a kit designed by V5 Organics, to multiply exotic earthworm Variety. This was done under the able guidance of two resource persons from New College, Chennai; who are also budding entrepreneurs in the field of organic farming, the products are sold online market with good response in the general public. Chemical insecticides do have a side effects on the soil and the biota dependent on the soil. Hence the current need to formulate insecticides from plant sources is the need of the hour he motivated the students to formulate three common insecticides. To name a few one formulation with neem, Morinda and Calotropis leaves and the second being Jaggery and fish waste (crab shell). The other interesting one was egg lime syrup with four eggs one lime and five Grams of Jaggery this is an effective organic manure for all vegetable crops.
4. **Rain Water Harvesting Unit** - The RWH potential of any premises is the total quantity of rainwater that falls within it in a year and which can in principle be harvested. This is nothing but a

product of the area of the premises and the annual average rainfall of that city or town. The plot area of this college premises is 22 acres 89034 Sq.M. Assuming Chennai's annual average rainfall to be 1.3 metres, the quantity of rainwater that would fall in this huge campus will be 1,15,744 Cu.M (Kilo litres). The 34 RWH unites created in our campus.

5. **Solar Power:** Solar power is the conversion of renewable energy from sunlight into electricity, either directly using photovoltaics (PV), indirectly using concentrated solar power, or a combination. Concentrated solar power systems use lenses or mirrors and solar tracking systems to focus a large area of sunlight into a small beam. Photovoltaic cells convert light into an electric current using the photovoltaic effect. Solar is renewable source of energy which avoids depletion of the non renewable sources of energy here in GNC, we aim to go green and conserve the non renewable sources of energy, as a step further we had connected most of our street light grids to the solar panels.
6. **Tree Plantation** - (a) Department of Plant Biology and Plant Biotechnology has organized Tree Plantation on October 14th 2018 in our Campus. Some interesting endemic and red listed trees collected from Western Ghats were planted by the Chief Guest **Dr. Thol. Thirumamavalavan, MP**. The main goal of the whole day activity is to plant trees, increase awareness in student & also analyse their own skill. (b) The Guru Nanak College to commemoratethe 550th birth anniversary of Shri Guru Nanak Dev Ji celebrated a Go Green Initiative by planting sapling's on September 5th 2019. Total number of 100 tree saplings were planted during the day in different areas of within the campus.
7. **Plant Expo** - The objective of "Fuchsia Plant Expo 2K21" is to create Entrepreneurs skill among students on 19.03.2021. The students were trained to starting their own nursery gardens and were trained to enter the nursery business. For that there is a need to have an experience and a strong knowledge of plants and plant culture, purchasing an existing business or starting a new one are logical options.
8. **Sensor urinal-** Sensor Urinals or auto flush is installed for restrooms. With Infrared technologies sensitive to movement the urinals flush only when it is needed so they reduce water being wasted.

Evidence of Success

1. **Paperless academics and administration:** GNC- IMS ensures e- governance in all area of operation and smooth functioning of academics and administrative activities. The seating arrangements of students are shared with students via online.
- 2.: The total water requirements of the campus are met from the water collected by RWH systems.
3. **Green Landscaping:** The enviro club of the college takes initiatives for tree plantation, conservation and maintenance.
4. **Solar systems:** Rooftop solar systems are meeting partial energy requirements.

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

"**Guru Nanak Outreach Initiative**" for Care towards Society through different initiatives, under GNES

right from day one. The initiatives are towards selflessly care for the underprivileged under several verticals like Care for people/society in need, Elderly Care, Specially Abled Care and Channelizing of Youth. *“We make a living by what we get, but we make a life by what we give.”*

The various major initiatives are as follows.

A. LANGAR KITCHEN : The system is actually Guru Nanak’s teachings that the Sikh community follows. *Kirat karo, naam jappo te vand chhako* (Work diligently, pray earnestly and share your food), these teachings of Guru Nanak are considered the three pillars of the religion and that sets the foundation of community meals that have now spread worldwide. A langar kitchen was constructed with all expenditure borne by General Secretary and Correspondent Sardar Manjit Singh Nayar for the students since 2014.

B. SWABODHINI: Vocational Centre for Special children on the campus caters to children, in age group 4-30 years, with autism, intellectual disabilities and associated challenges. At our Special School, apart from providing special education (approved by University of Madras) and training, we also provide speech therapy and occupational therapy services. In partnership with parents and society, we empower individuals to reach their potential for all-round development, and transition them to sheltered- or open-employment, thus, enabling them to lead an independent life with dignity in mainstream society. Two students have also been appointed in a Govt. posting in the college.

C. FLOOD RELIEF: During November - December 2015 due to heavy rain fall in Tamil Nadu large parts of the metropolis causing severe damage and destruction, and marooning large parts of the metropolis with people stranded on rooftops for days together, especially in the low-lying areas. During the period the GNC established a major Langar and was the first to reach the affected people with 50,000 food packets daily.

D. COVID RELIEF: After country wide lockdown imposed by Central Govt. during COVID 19 pandemic, the Government of Tamil Nadu also discussed with the officials on the various measures to prevent the disease. In a meeting conducted on March 26, 2020, by the Chief Secretary and Senior officials, Government of Tamil Nadu and a few representatives from Colleges and NGOs, Guru Nanak College was the only College that offered all its facilities, manpower and other resources in order to work shoulder-to-shoulder with the Government in fighting the pandemic.

E. MIGRANT RELIEF CAMP

The unprecedented healthcare crisis also witnessed this kindred spirit when the team, spearheaded by Mr. Manjit Singh Nayar, General Secretary, GNES, in association with the Tamil Nadu Home Guards, volunteered to host a Relief Camp for Migrant Guest Workers on the Guru Nanak College campus. On March 30, 2020, barely five days after the nationwide lockdown had been announced, the Guru Nanak College relief camp was up and running and received the guest workers, thus becoming the first college in the state, if not the country, to start this much-needed facility as hundreds of millions of migrant workers had been caught totally by surprise due to the lockdown and shutting of their workplace. The camp was operated for a period of 45 days.

F. QUARANTINE CENTRES: In addition to these relief camps, the school and college premises were also made available to the Greater Chennai Corporation for usage as Covid Quarantine Centres from May 22, 2020 to November 2020. A 350 bed facility was provided at the School Campus and a 500-bed facility

was made available at the Guru Harkrishan Block of the College. The Covid-19 Quarantine Centre was inaugurated by Hon'ble Chief Minister Thiru Edappadi K Palanisamy.

G. HAND SANITISER AND HAND WASH: At Guru Nanak College as an "Outreach - Students' Initiative", Department of Biotechnology prepared hand sanitisers as per WHO guidelines, in five different fragrances using essential oils (Peppermint, Lavender, Rosemary, Tea tree oil, Lemon grass and Peach), which are known for their antimicrobial activity, along with their fragrance.

H. VACCINATION CAMP: A mega Covid-19 vaccination camp was organised on April 9, 2021 by Guru Nanak Educational Society and Greater Chennai Corporation for the benefit of faculty members and the general public. Principal Dr M G Ragnathan, inaugurated the camp by getting himself vaccinated. General Secretary and Correspondent Mr Manjit Singh Nayar, also graced the occasion. 2nd Mega Vaccination Camp was organised on May 20, 2021 for 2,500 home guards jointly by the Velachery Corporation Public Health Centre. The third vaccination camp was organised exclusively for the faculty with the entire cost borne by the management.

I. MEGA FOOD CAMP: During COVID 19 Pandemic around 3,000 meal packets were prepared at the GNC Campus, on a daily basis, from May 10, 2021 till June 30, 2021 for Frontline Healthcare Staff and Paramedical staff . The packing of the food and onward distribution was taken care of by the Commando Force of the Tamil Nadu Police, under the direct supervision of the Additional Director General of Police. The cost of the meals with bottled water worked out to Rs 100 per meal and this worked out to Rs. 3.00 lakhs per day.

J. COVID-19 CARE CENTRE: MINI ICU WITH OXYGEN FACILITY: To provide much needed assistance in view of the growing demand for oxygen beds and medical care in Chennai, a fully air conditioned 16- bed Covid Care Centre was set up at the Sports Pavilion Building of the Guru Nanak College Campus on May 30, 2021. All the beds have been provided with a piped line oxygen facility with 10 Lpm oxygen concentrators (provided by the government of Tamil Nadu). The GNES has appointed 3 Doctors and, 9 Nurses were also appointed by GNES.

K. GURU NANAK MEDICAL CENTRE:. Based on the culture of Sikh Gurus our General Secretary and Correspondent established Guru Nanak Medical Centre in Sahibzade Block with one Medical Officer and three nurses to attend to the needy and the poor. This centre has a 5 bed in house facility, with all emergency health needs.



File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

The College practices inclusivity by providing facilities on Campus to an NGO Swabodhini a school for autistic children. These children are given extensive vocational training and also training in computing skills. The vocational course syllabus has been approved by the University of Madras and the children are given certificates by the College. This has helped in their placement prospects and a few of them are employed in the College office. Kaustav has also been appointed in govt. approved non-teaching staff vacancy in the College office.

The College has a well-established Media Centre with experts in the field of design, photography, media-writing and also staff and students of Visual Communication and BA English courses. The Guru Nanak media center takes care of preparing E-learning material, making lecture videos, managing live programs on the GNC YouTube channel, capturing photographs of the various functions and activities of the college, social media management, and the design and publishing of a bi-monthly journal, captioned GNC Campus Samachar. A Coffee Table Book titled Covid Relief Warriors was published to chronicle all the relief activities, as a document for future reference and to acknowledge support received from all quarters.

Awards and Recognition

Mr. Manjit Singh Nayar, was honored with the award of President's Medal by the Honorable President of India for Meritorious Service rendered in Tamil Nadu Home Guards in the year 2018. He also received a special award from the Greater Chennai City Police, for dedicated service to the society during the COVID 19 Pandemic. He is empaneled as Member, TN State Minorities Commission for a record fourth successive term in July 2021. He also received certificates of appreciation from the Director General of Police, Tamil Nadu for exemplary volunteer service during the pandemic.

Principal, Dr. M. G. Ragnathan, was awarded the Best Senior Scientist Award and Gold Medal 2016, by Pearl Foundation Academy, Madurai. Dr.K.K.Tyagi Gold Medal for contribution in Zoology in 2016 by the Indian Academy of Environmental Sciences, Haridwar, Uttarakhand. Dr. Dutta Munshi Gold medal for contributions in Crustacean Biology awarded by Zoological Society of India, Bodh Gaya in June 2017.

Concluding Remarks :

In the current academic year new courses - B. Sc.Data Analytics with a MoU with SAS, B.Com. Profesional Accounting, B.Com Computer Applications and B.A. Sociology were introduced, along with additional sections in B.A defence and B.Com General. The demand for admissions was high this year as well, the demand ratio being 11:1 across all courses. Despite challenges set by the Pandemic this yera the placement cell did very well.

The College embraced blended learning to the fullest extent in recent times. 98 percent of the students had connectivity during the Pandemic lockdown, the teaching- learning process took place unhindered. In fact orientation programs, bridge courses and all extra curricular activities were also conducted online. Two you-tube channels, one for the College activities and another exclusively for the research programs were extensively used for webinars and quizzes both at the national and international levels. Several useful workshops and

faculty development programs were also pursued. Furthermore, examinations were also successfully conducted using the software G Suite. In all, over the year 2019 -2020, 2020-21 programs were conducted online and some were uploaded on the Ek Bharath Shreshtha Bharath Portal too.

The College was honoured by visits by several dignitaries like, the Honorable President of India, Shri Ramnath Govind, Honorable Vice President Shri Venkiah Naidu, Retd. Air Chief Marshal, Dhanao, Chief Minister of Tamil Nadu, Director General of Police, Commissioner of Police, Vice Chancellors from several Universities and popular national level Scientists.

The Sports Ground boasts of several stalwart cricketing legends like Sunil Gavaskar, Kapil Dev, Robin Singh, V.B. Chandrasekhar and so on. The historic tied match between India and Australia was played on the College Cricket Ground.

The College is poised to take off to greater heights on all fronts. A world class sports academy has been planned and work has started. It will include rifle shooting range, squash courts, badminton courts and facilities for table-tennis and so on.

NAAC

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p>Percentage of new courses introduced of the total number of courses across all programs offered during the last five years.</p> <p>1.2.1.1. How many new courses are introduced within the last five years Answer before DVV Verification : 912 Answer after DVV Verification: 580</p> <p>1.2.1.2. Number of courses offered by the institution across all programmes during the last five years. Answer before DVV Verification : 913 Answer after DVV Verification: 913</p> <p>Remark : DVV has made the changes as per EP- 3.1</p>																				
1.2.2	<p>Percentage of Programmes in which Choice Based Credit System (CBCS) / elective course system has been implemented (Data for the latest completed academic year).</p> <p>1.2.2.1. Number of Programmes in which CBCS / Elective course system implemented. Answer before DVV Verification : 32 Answer after DVV Verification: 34</p> <p>Remark : DVV has made the changes as per EP- 1.1</p>																				
4.1.3	<p>Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)</p> <p>4.1.3.1. Number of classrooms and seminar halls with ICT facilities Answer before DVV Verification : 87 Answer after DVV Verification: 1</p> <p>Remark : DVV has given the value as per EP- 4.3</p>																				
5.2.1	<p>Average percentage of placement of outgoing students during the last five years</p> <p>5.2.1.1. Number of outgoing students placed year - wise during the last five years. Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>911</td> <td>622</td> <td>670</td> <td>291</td> <td>22</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	911	622	670	291	22	2020-21	2019-20	2018-19	2017-18	2016-17	0	0	0	0	0
2020-21	2019-20	2018-19	2017-18	2016-17																	
911	622	670	291	22																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
0	0	0	0	0																	

	Remark : List of students has not shared by HEI as per SOP.
5.2.2	<p>Percentage of student progression to higher education (previous graduating batch).</p> <p>5.2.2.1. Number of outgoing student progressing to higher education. Answer before DVV Verification : 367 Answer after DVV Verification: 00</p> <p>Remark : DVV has given the 0 as per HEI clarification.</p>

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of programs offered year-wise for last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>32</td> <td>32</td> <td>31</td> <td>30</td> <td>29</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>34</td> <td>32</td> <td>31</td> <td>30</td> <td>29</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	32	32	31	30	29	2020-21	2019-20	2018-19	2017-18	2016-17	34	32	31	30	29
2020-21	2019-20	2018-19	2017-18	2016-17																	
32	32	31	30	29																	
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34	32	31	30	29																	
2.3	<p>Total number of classrooms and seminar halls</p> <p>Answer before DVV Verification : 87 Answer after DVV Verification : 1</p>																				
2.4	<p>Total number of computers in the campus for academic purpose</p> <p>Answer before DVV Verification : 448 Answer after DVV Verification : 1</p>																				